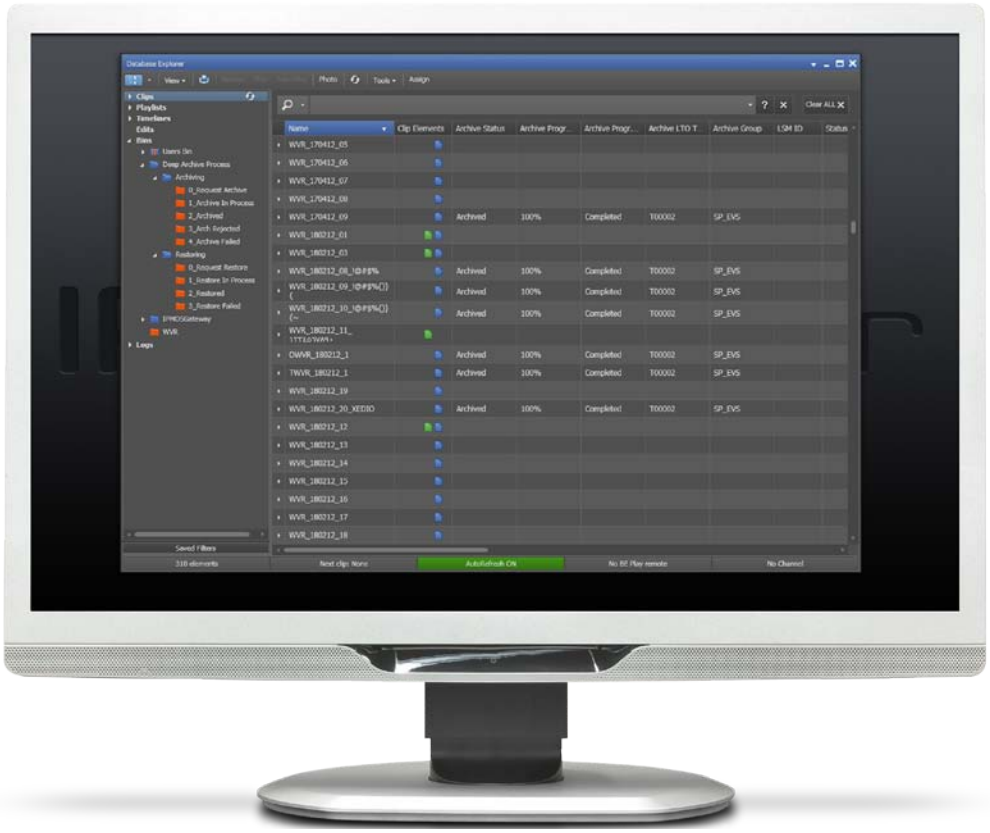
USER MANUAL
Configurator

Version 1.0 - July 2013



IP2Archive

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Improvement Requests

Your comments will help us improve the quality of the user documentation. Do not hesitate to send improvement requests, or report any error or inaccuracy on this user manual by e-mail to doc@evs.com.

Regional Contacts

The address and phone number of the EVS headquarters are usually mentioned in the Help > About menu in the user interface.

You will find the full list of addresses and phone numbers of local offices either at the end of this user manual (for manuals on hardware products) or at the following page on the EVS website: http://www.evs.com/contacts.

User Manuals on EVS Website

The latest version of the user manual, if any, and other user manuals on EVS products can be found on the EVS download center, on the following webpage: http://www.evs.com/downloadcenter.

1. About the Application

Configurator is an application which allows a system administrator to configure the IP2Archive applications. It also allows to create users for the IP2Archive system and manage their user rights.

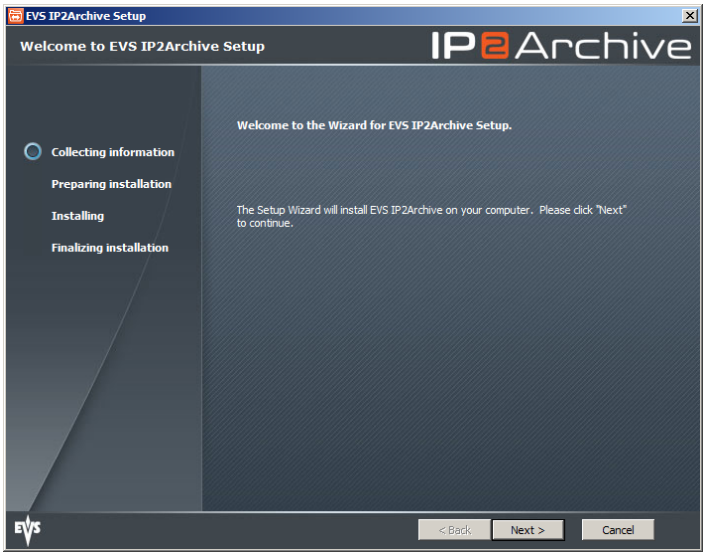
2. Installing the Application

2.1. How to Install the Application

To install the application, proceed as follows:

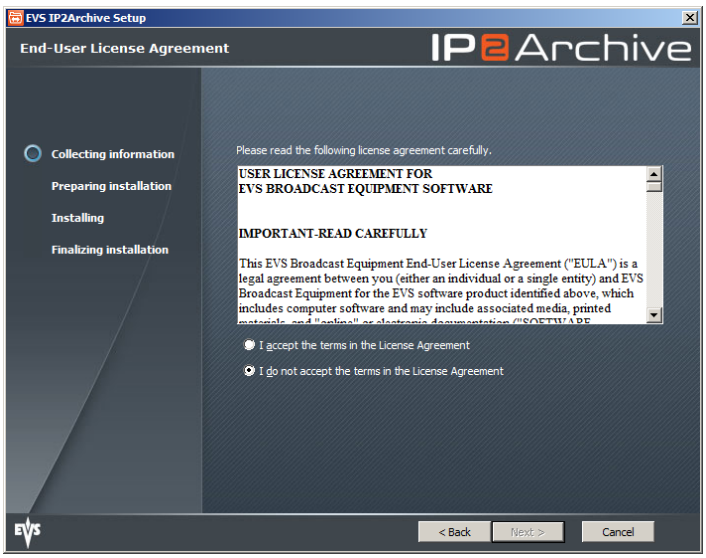
1. Double-click the `IP2Archive.exe` to launch the IP2Archive Setup Wizard.

   The Welcome screen appears.


EVS IP2Archive Setup
Welcome to EVS IP2Archive Setup
IP2Archive
Collecting information
Preparing installation
Installing
Finalizing installation
Welcome to the Wizard for EVS IP2Archive Setup.
The Setup Wizard will install EVS IP2Archive on your computer. Please click "Next" to continue.
< Back
Next >
Cancel

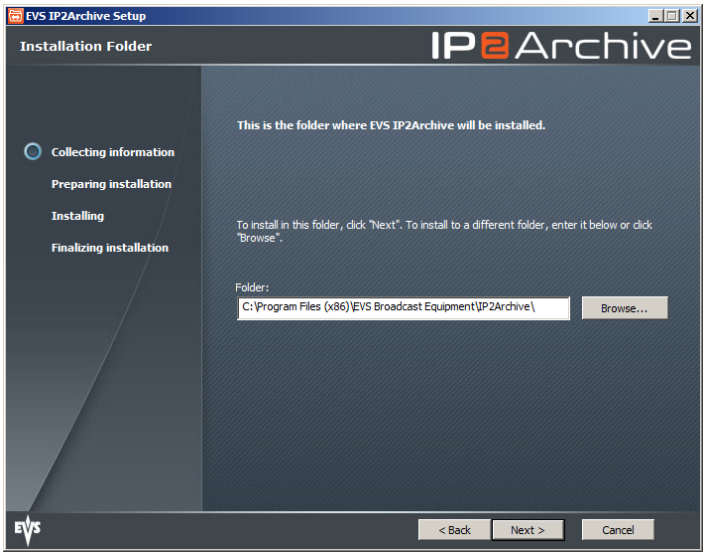
2. Click **Next** to continue.

   The End-User License Agreement screen appears.


EVS IP2Archive Setup
End-User License Agreement
IP2Archive
Collecting information
Preparing installation
Installing
Finalizing installation
Please read the following license agreement carefully.
USER LICENSE AGREEMENT FOR
EVS BROADCAST EQUIPMENT SOFTWARE
IMPORTANT-READ CAREFULLY
This EVS Broadcast Equipment End-User License Agreement ("EULA") is a legal agreement between you (either an individual or a single entity) and EVS Broadcast Equipment for the EVS software product identified above, which includes computer software and may include associated media, printed
I accept the terms in the License Agreement
I do not accept the terms in the License Agreement
< Back
Next >
Cancel

3. Read the license agreement on using IP2Archive in your country. Accept the agreement and click **Next** to continue.

   The Installation Folder screen appears.



4. Select the folder where the application has to be installed and click **Next** to continue.

   By default, the IP2Archive applications will be installed in the following folder: `C:\Program Files\EVS Broadcast Equipment\IP2Archive\`(for 32-bit machines) or `C:\Program Files (x86)\EVS Broadcast Equipment\IP2Archive\` (for 64-bit machines).

   The Setup Type screen appears.

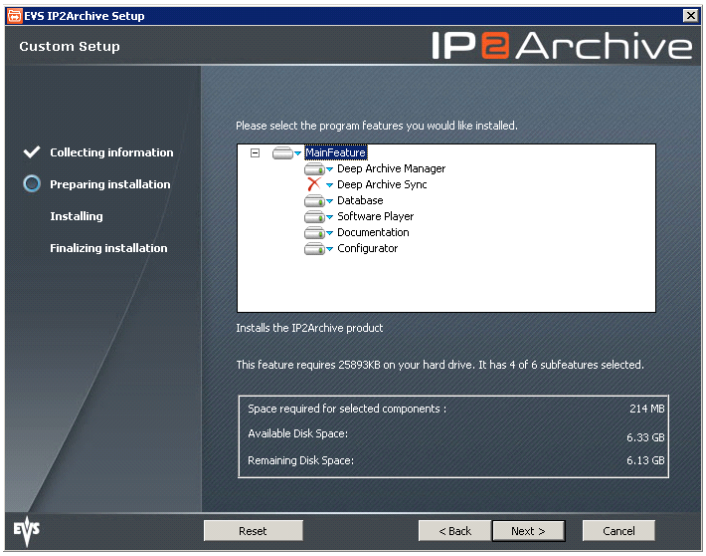
EVS IP2Archive Setup
Setup Type
IP2Archive
Collecting information
Preparing installation
Installing
Finalizing installation
Please choose the setup type that best suits your needs.
Complete
All program features will be installed. (Requires most disk space)
Typical
Installs the most common program features. Recommended for most users.
Custom
Allows users to choose which program features will be installed and where they will be installed. Recommended for advanced users.
< Back
Next >
Cancel

5. Choose a setup type and click **Next** to continue.

   You can choose one of the following setup types:

   - **Complete**: Installs all IP2Archive applications. Continue to step 7.
   - **Typical**: Installs the most common IP2Archive applications, i.e. the database client software, the Deep Archive Manager, Configurator and the EVS Software Player. Continue to step 7. By default, this installation type is selected.
   - **Custom**: Allows you to select the IP2Archive applications that have to be installed. The Custom Setup screen appears. Continue to step 6.

6. In the Custom Setup screen, select the applications that you want to install, and then click **Next** to continue.



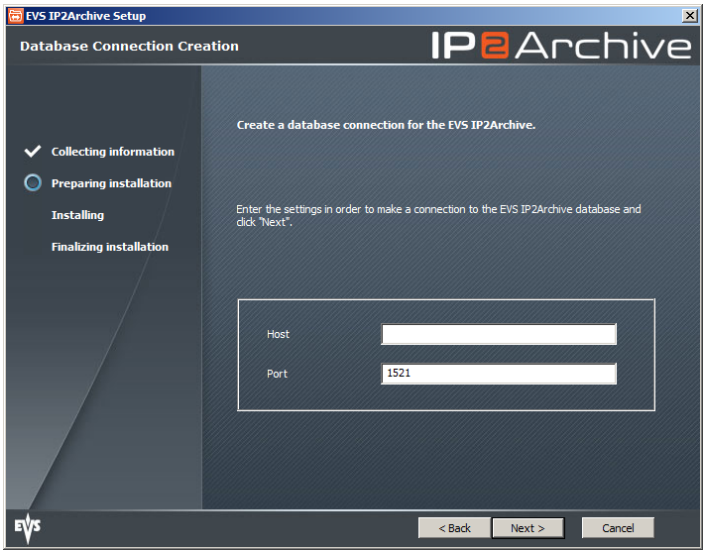
The Custom Setup screen shows a tree view of the IP2Archive applications that you can install. By default, Deep Archive Manager, the database client software, the EVS Software Player, the IP2Archive documentation and Configurator are selected. When you click a feature or subfeature, a description of the feature will be displayed and also the disk space requirements.

To add or remove a feature, click the arrow next to the feature name, and then choose one of the following options from the drop-down list:

- **Will be installed on local hard drive**: Installs the selected feature in the location shown under Installation Folder.
- **Entire feature will be installed on local hard disk**: Installs the selected feature and all subfeatures.
- **Feature will be installed when required**:The feature will be installed when you perform an action that requires it.
- **Entire feature will be unavailable**: For a new installation of IP2Archive, this option passes over the installation of the selected feature. For an existing installation, this option removes the feature from the installation. After you select this option, a red X appears on the feature tree next to the feature name.This option cannot be selected for the database client software, the EVS Software Player and the IP2Archive documentation.

Click the **Reset** button to undo your selection.

7. Do one of the following:
   - If no database client software has been installed yet, the Database Connection Creation screen appears.

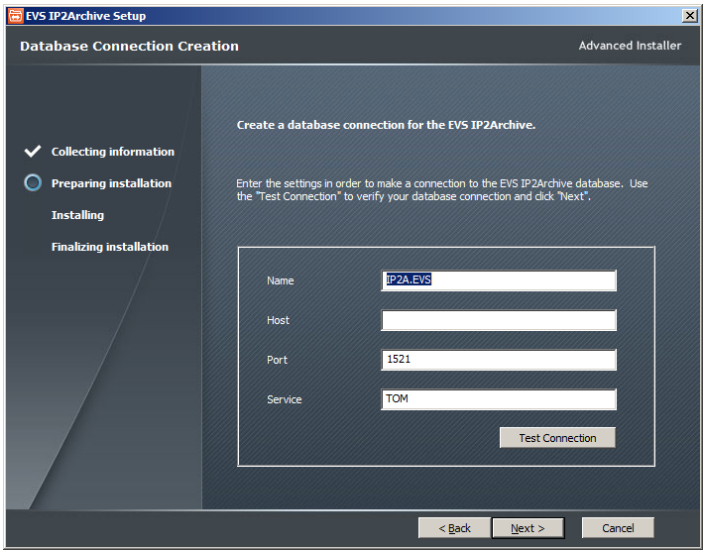


Enter the IP address of the database server. The default port number, i.e. 1521, has already been entered. Click **Next** to continue.

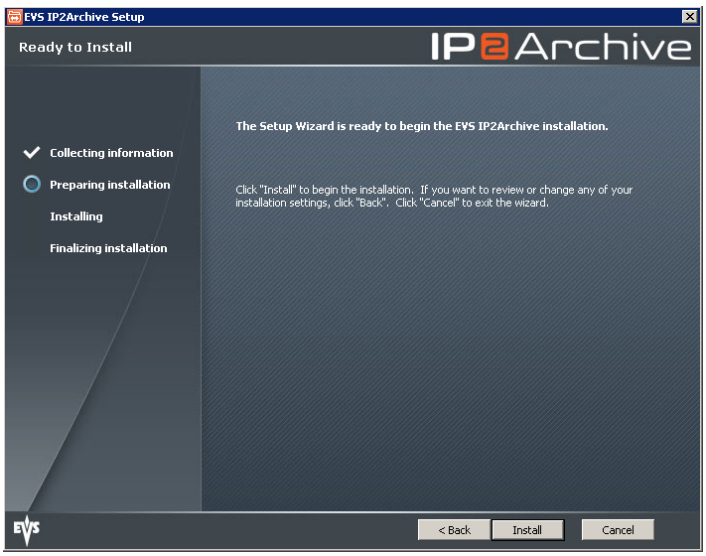
- If the database client software has already been installed, the Database Selection screen appears.

Select the database name from the drop-down list and enter the username and password necessary to log onto the database. You can test the connection with the database by clicking the **Test Login** button. Click **Next** to continue.

To add a new database, click the **New Database** button and enter the database name (by default IP2A.EVS), the IP address and port number (by default 1521) of the machine that hosts the database, and the service name (by default TOM). You can test the connection with the database by clicking the **Test Login** button. Click **Next** to continue.



8. Click **Install** to start the installation.

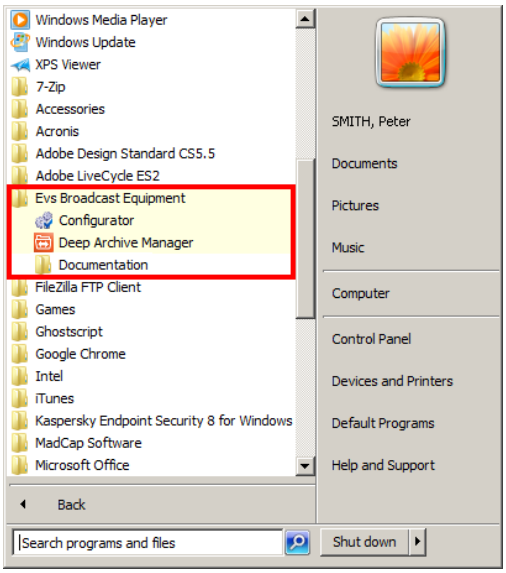

EVS IP2Archive Setup
Ready to Install
IP2Archive
Collecting information
Preparing installation
Installing
Finalizing installation
The Setup Wizard is ready to begin the EVS IP2Archive installation.
Click "Install" to begin the installation. If you want to review or change any of your installation settings, click "Back". Click "Cancel" to exit the wizard.
< Back
Install
Cancel

The selected applications will be installed.

9. If the installation has been completed, click **Finish** to exit the Setup Wizard.
   - If the **View Readme File** check box is selected, a text file containing the IP2Archive release notes will be opened.
   - If the second check box is selected, the Configurator application will be launched. This application will allow to configure the installed applications.

EVS IP2Archive Setup
EVS IP2Archive Setup Complete
IP2Archive
Collecting information
Preparing installation
Installing
Finalizing installation
Click the "Finish" button to exit the Setup Wizard.
View readme file
This installer only installs the applications and the connection to the IP2Archive database. After the installation you can configure your installed applications. Do you want to launch the IP2Archive Configurator afer this installation?
< Back
Finish
Cancel

The installed IP2Archive applications and a link to the IP2Archive documentation will appear in the Windows Start menu.



10. Open the IP2Archive installation folder, and right-click the application you want to create a shortcut to.
11. Click **Create Shortcut**.
12. Drag the shortcut to the Desktop.

2.2. How to Modify, Repair or Remove the Installation

To modify, repair or remove the installation of the application, proceed as follows:

1. Double-click the `IP2Archive.exe` to launch the IP2Archive Maintenance Wizard.

   The Welcome screen appears.

EVS IP2Archive Setup
Welcome to EVS IP2Archive Setup
IP2Archive
Collecting information
Preparing installation
Installing
Finalizing installation
Welcome to the Wizard for EVS IP2Archive Setup.
The Setup Wizard will allow you to change the way EVS IP2Archive features are installed on your computer or even to remove EVS IP2Archive from your computer. Click "Next" to continue or "Cancel" to exit the Setup Wizard.
< Back
Next >
Cancel

2. Click **Next** to continue.

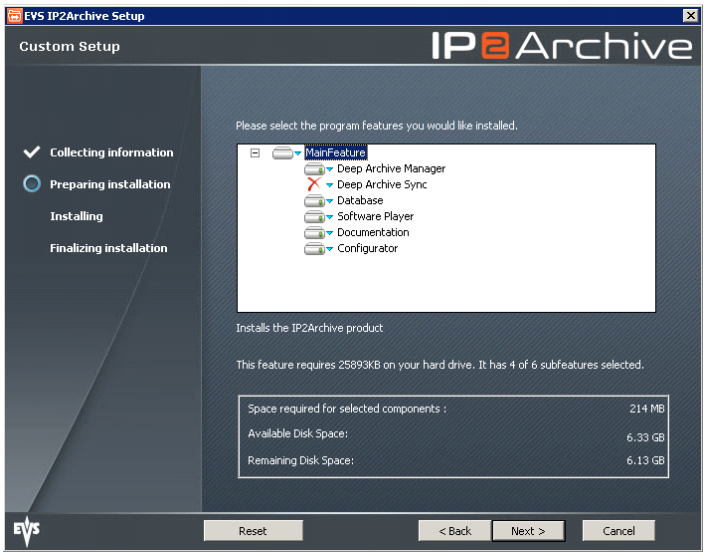
   The Modify, Repair or Remove Installation screen appears.

EVS IP2Archive Setup
Modify, Repair or Remove installation
IP2Archive
Collecting information
Preparing installation
Installing
Finalizing installation
Welcome to EVS IP2Archive Maintenance Wizard.
Please choose the maintenance operation you wish to perform and click "Next".
Modify
Change the state of current installation - add or remove program features.
Repair
Repairs errors in the most recent installation state - fixes missing or corrupt files, shortcuts and registry entries.
Remove
Removes EVS IP2Archive from your computer.
< Back
Next >
Cancel

3. Do one of the following:
   - If you want to modify the IP2Archive installation, e.g. add or remove certain applications, select **Modify** and click **Next**. Continue to step 4.
   - If you want to repair the IP2Archive installation, e.g. fixing missing or corrupt files, shortcuts and registry entries, select **Repair** and click **Next**. Continue to step 6.

- If you want to remove the IP2Archive installation, select **Remove** and click **Next**. Continue to step 7.

4. In the Custom Setup screen, select the applications that you want to (de)install.



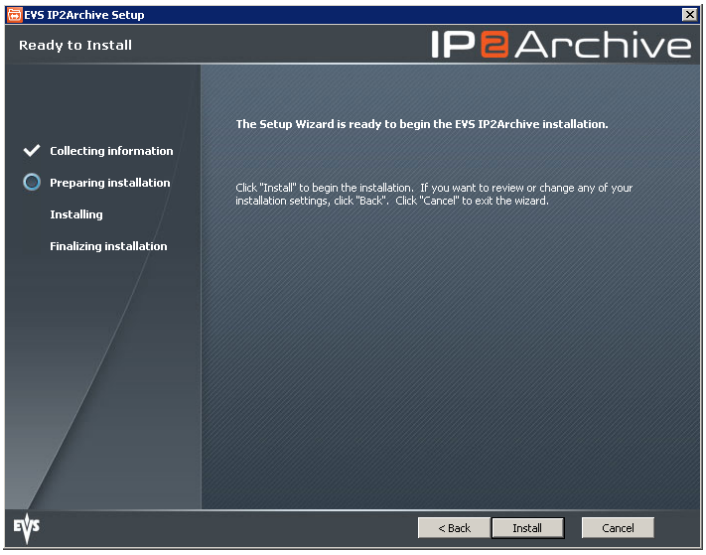
The Custom Setup screen shows a tree view of the IP2Archive applications that you can install and deinstall. By default, Deep Archive Manager, the database client software, the EVS Software Player, the IP2Archive documentation and Configurator are selected. When you click a feature or subfeature, a description of the feature will be displayed and also the disk space requirements.

To add or remove a feature, click the arrow next to the feature name, and then choose one of the following options from the drop-down list:

- **Will be installed on local hard drive**: Installs the selected feature in the location shown under Installation Folder.
- **Entire feature will be installed on local hard disk**: Installs the selected feature and all subfeatures.
- **Feature will be installed when required**:The feature will be installed when you perform an action that requires it.
- **Entire feature will be unavailable**: For a new installation of IP2Archive, this option passes over the installation of the selected feature. For an existing installation, this option removes the feature from the installation. After you select this option, a red X appears on the feature tree next to the feature name.This option cannot be selected for the database client software, the EVS Software Player and the IP2Archive documentation.

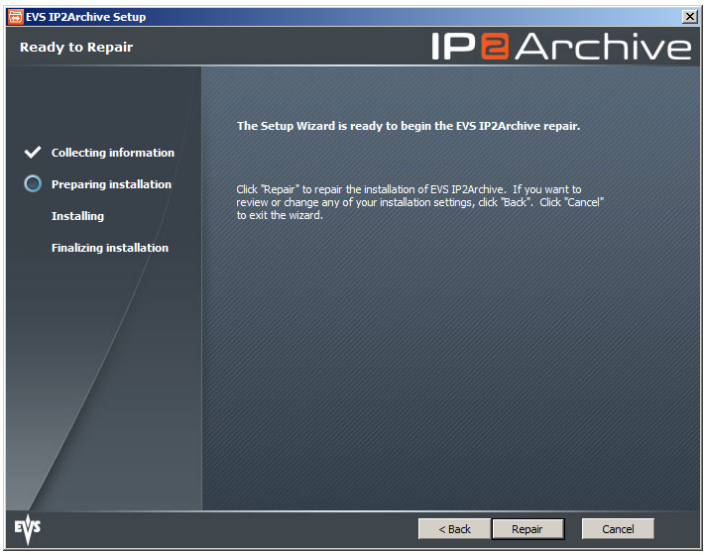
Click the **Reset** button to undo your selection. Click **Next** to continue.

5. Click **Install** to start the installation.

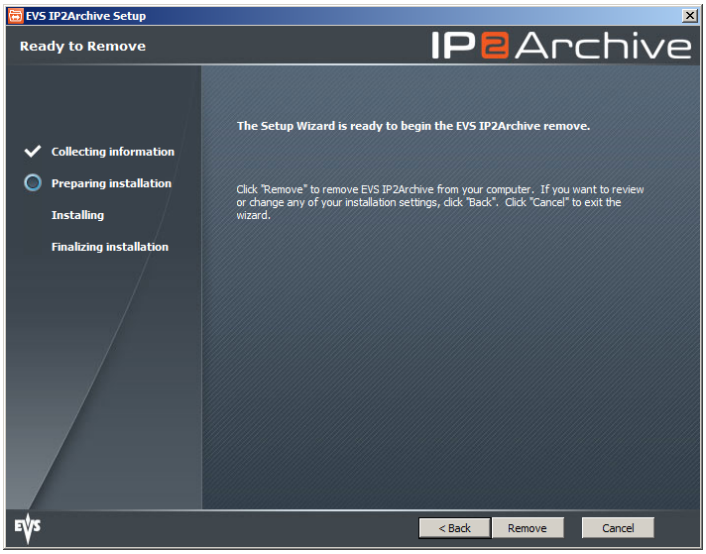

EVS IP2Archive Setup
Ready to Install
IP2Archive
Collecting information
Preparing installation
Installing
Finalizing installation
The Setup Wizard is ready to begin the EVS IP2Archive installation.
Click "Install" to begin the installation. If you want to review or change any of your installation settings, click "Back". Click "Cancel" to exit the wizard.
< Back
Install
Cancel

Any features that you have added in the Custom Setup screen will be installed. Any features that you have removed will be uninstalled. The installed features that you haven't modified will be skipped. Continue to step 8.

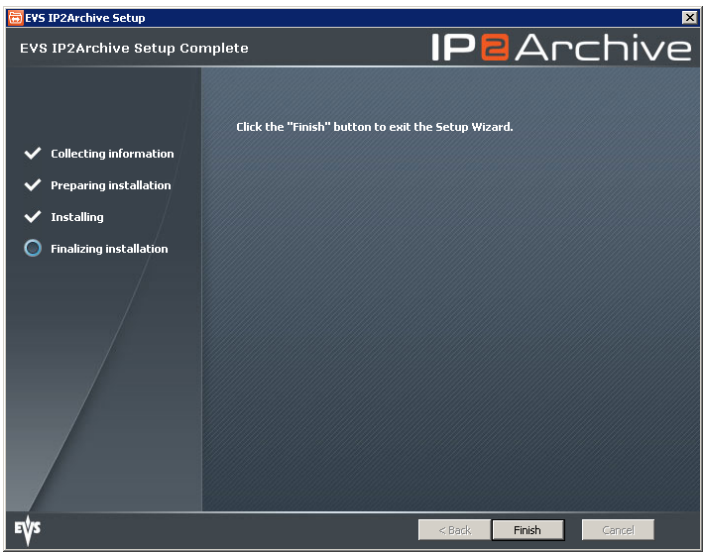
6. Click **Repair** to repair the installation of EVS IP2Archive. Continue to step 8.


EVS IP2Archive Setup
Ready to Repair
IP2Archive
Collecting information
Preparing installation
Installing
Finalizing installation
The Setup Wizard is ready to begin the EVS IP2Archive repair.
Click "Repair" to repair the installation of EVS IP2Archive. If you want to review or change any of your installation settings, click "Back". Click "Cancel" to exit the wizard.
< Back
Repair
Cancel

7. Click **Remove** to remove IP2Archive from your computer.


EVS IP2Archive Setup
Ready to Remove
IP2Archive
Collecting information
Preparing installation
Installing
Finalizing installation
The Setup Wizard is ready to begin the EVS IP2Archive remove.
Click "Remove" to remove EVS IP2Archive from your computer. If you want to review or change any of your installation settings, click "Back". Click "Cancel" to exit the wizard.
< Back
Remove
Cancel

8. Click **Finish** to exit the Setup Wizard.



3. Starting the Application

3.1. After Installation

Double-click the Configurator icon on your desktop to start the application. You can also start the application by double-clicking the executable file (.exe) in the installation folder.

The splash screen appears.

The application logs into the database. Then, the Settings window appears allowing you to configure the application.

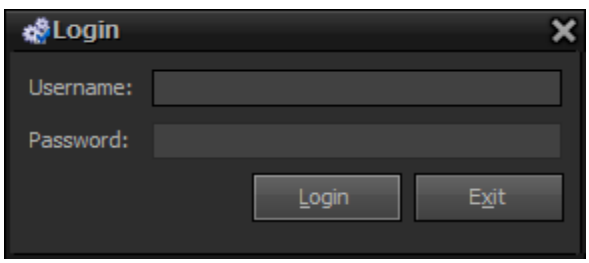
See section "Settings Window" on page 60.

3.2. After Configuration

Double-click the Configurator icon on your desktop to start the application. You can also start the application by double-clicking the executable file (.exe) in the installation folder.

The splash screen appears. The application logs into the database.

Then, a Login dialog box appears.

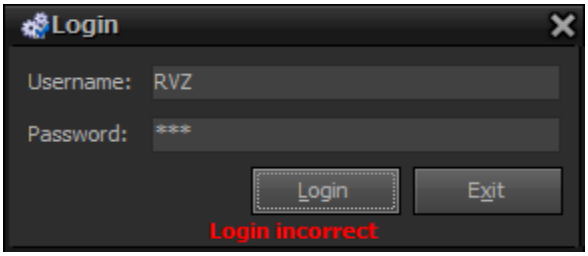


To be able to log into the application, you need to belong to a user group that has a role which allows to use the application.

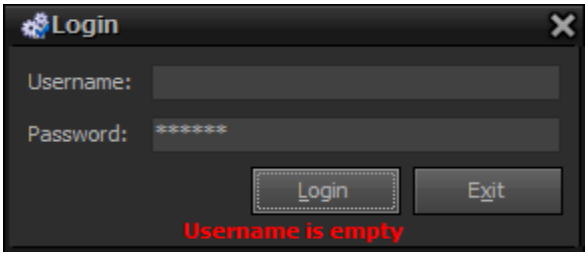
Enter your username and password and click **Login**. The main window of the application opens.

You get an error notification if:

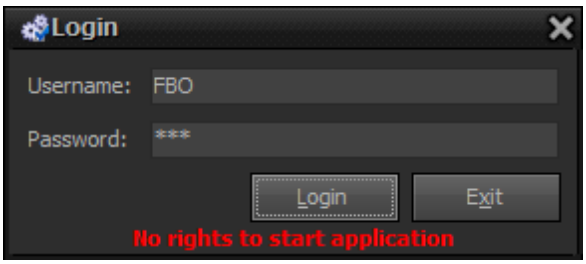
- you have entered a wrong username or password.



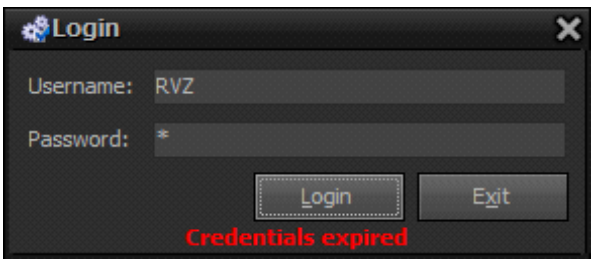
- you have omitted your username.



- you have insufficient user rights.



- your user account has expired.



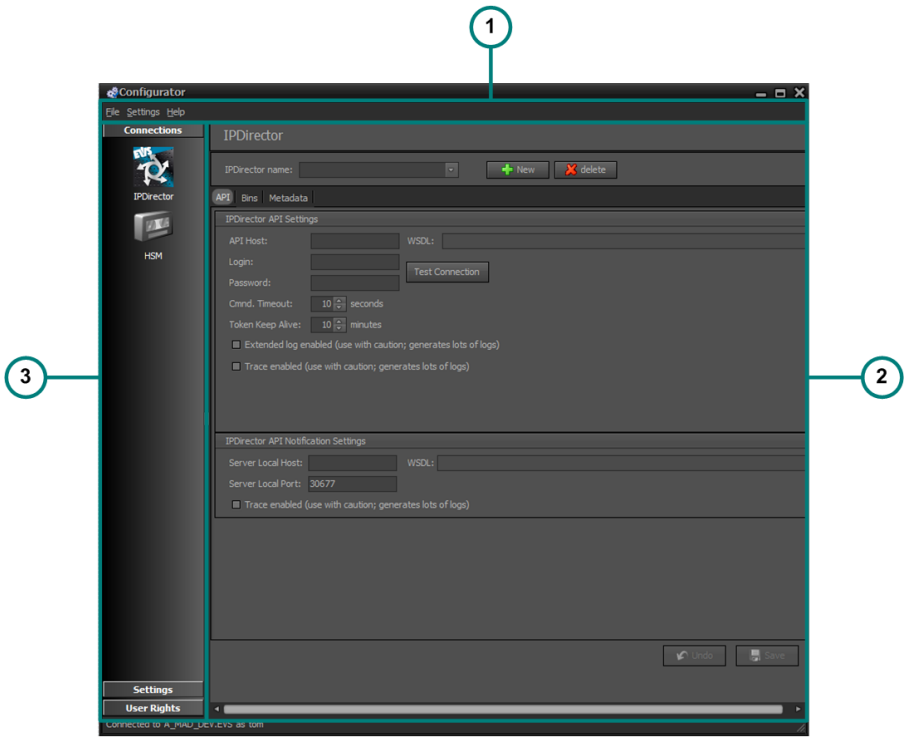
3.3. Main Window Overview

General Description

The main window allows you to view and switch between the various setup panes of Configurator.

Illustration

The main window contains the areas highlighted on the screenshot below:



Area Description

The table below describes the various parts of the main window:

Part	Name	Description
1.	Menu Bar	The menu bar contains three menus: **File**, **Settings** and **Help**.
2.	Selected Setup Pane	This area displays the selected setup pane. Each setup pane allows you to configure specific settings.
3.	Navigation bar	The Navigation bar allows you to navigate between the eight Setup panes. They can be accessed by clicking the corresponding icon.

Menu Bar

The menu bar contains three menus: **File**, **Settings** and **Help**.

The **File** menu contains only one command: **Exit**. It is used to exit the application. Click the **File** menu or use the keyboard shortcut keys **ALT** + **F** or **F10** + **F** to open it. Click **Exit** or use the keyboard shortcut key **X** to exit the application.

The **Settings** menu doesn't contain any commands. It immediately gives access to the application settings. Click the **Settings** menu or use the keyboard shortcut keys **ALT** + **S** or **F10** + **S** to access the settings.

The **Help** menu contains the following commands: **About** and **Help**. With the **About** command the application splash screen can be opened. The splash screen displays the application software version, the name of the database the application is logged on to and the login name used. With the **Help** command you can open the application help file. Click the **Help** menu or use the keyboard shortcut keys **ALT** + **H** or **F10** + **H** to open it. Click **About** or use the keyboard shortcut key **A** to open the splash screen. Click **Help** or use the keyboard shortcut key **H** to open the application help file.

Setup Categories

The settings are grouped according to three setup categories:

Setup Category	Description
Connections	Settings related to the connection between IP2Archive and IPDirector, and between IP2Archive and the HSM system.
Settings	Settings related to specific IP2Archive applications.
Rights	Settings related to user rights.

Setup Panes

The following table briefly describes each Setup pane:

Setup Pane	Description
IPDirector	This pane allows you to configure the connection between IPDirector and particular IP2Archive applications. See section "Configuring the Connection with IPDirector" on page 17.
HSM	This pane allows you to configure the connection between IP2Archive and the hierarchical storage management system (HSM). See section "Configuring the HSM Connection" on page 24.
General	This pane allows you to configure settings specific to the Deep Archive Manager. See section "Configuring Deep Archive Manager" on page 33.
Application Monitor	This pane allows you to configure the Application Monitor. See section "Configuring Deep Archive Manager" on page 33.

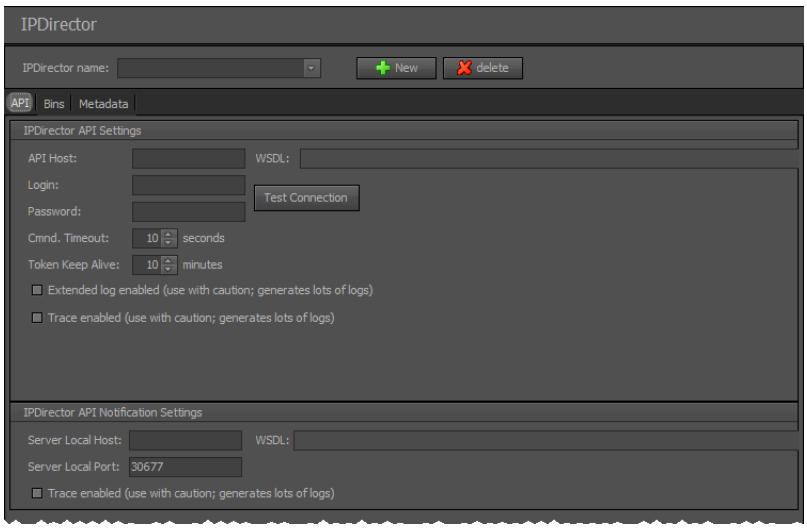
Setup Pane	Description
Relations	This pane allows you to create and manage users and contacts for the IP2Archive system, and to assign user rights and resources to them. See section "Managing Relations" on page 44.
Roles	This pane gives an overview of the user rights (=roles). It allows you to add a description to each user right. See section "Managing User Rights" on page 53.
Groups	This pane gives an overview of the existing user groups. It allows you to create new user groups and delete existing ones. See section "Managing User Rights" on page 53.

4. Configuring Connections

4.1. Configuring the Connection with IPDirector

4.1.1. Introduction

The connection between IPDirector and IP2Archive can be configured in the IPDirector setup pane.



It allows you to:

- create a connection with an IPDirector in your setup
- configure the connection between the SOAP API of the IPDirector of your choice and the IP2Archive applications
- configure the connection between the local SOAP notification server of IP2Archive Communicator and IPDirector
- specify the archive and process bins in IPDirector IP2Archive Communicator has to monitor
- specify the archive metadata userfields in IPDirector IP2Archive Communicator and Deep Archive Sync have to update.

4.1.2. Creating an IPDirector Connection

If your setup has more than one IPDirector, Configurator allows you to create and configure a connection between IP2Archive and each of these IPDirectors. The creation is done in the IPDirector Name area.

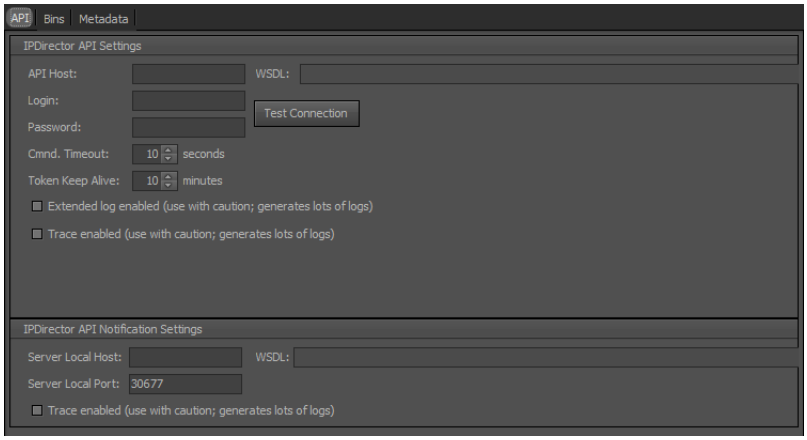
To create a connection with a particular IPDirector, click the **New** button. Enter a name for the IPDirector you want to connect with and click the **OK** button. The name will appear in the **IPDirector Name** field. You can now start configuring the connection.

To switch between the connection settings of two IPDirectors, select the name of the desired IPDirector from the **IPDirector Name** drop-down list.

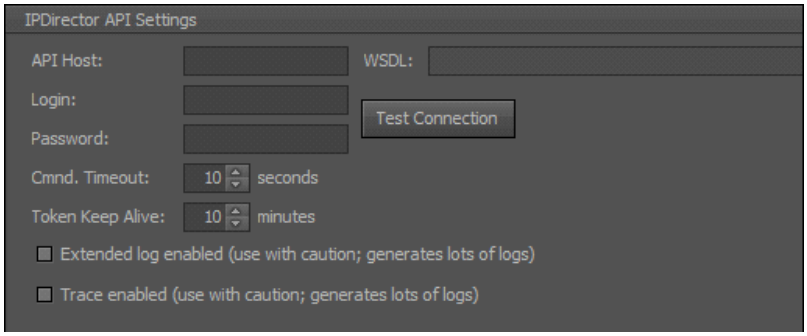
To delete a particular connection, select the name of the desired IPDirector from the **IPDirector Name** drop-down list and click the **Delete** button. Click **OK** to confirm your action. Note that if you delete a connection, all corresponding settings will be lost.

4.1.3. Configuring the Connection with the IPDirector API

The API tab allows you to configure the connection between the IPDirector SOAP API and the IP2Archive Applications (Deep Archive Manager, Deep Archive Sync, IP2Archive Communicator, Deep Archive Controller).



In the IPDirector API Settings group box you have to enter the data these applications need to be able to communicate with the IPDirector API.



The following data has to be entered:

- **API Host**: The IP address or hostname of the server that hosts the IPDirector API.
- **Login**: The login necessary to log into the IPDirector API.
- **Password**: The password necessary to log into the IPDirector API.
- **WSDL**: The path to the IPDirector API .wsdl file. This path is is automatically entered based on the IP address of the server that hosts the IPDirector API.

A **Test** button is provided allowing you to test the connection with the IPDirector API. If all data is correct, the message 'Connected' will appear. Otherwise, the message 'Connection Failed' will appear.

In the **Cmnd. Timeout** field you can set the number of seconds to wait while IPDirector attempts to execute a command, before canceling the attempt and generate an error. By default, a time interval of 10 seconds is set.

By default, the API maintains a session for 1 hour. After a period of no activity, the session expires automatically. In the **Token Keep Alive** field you can set a time interval after which the session timeout is reset to prevent the session from timing out. By default, this is after 10 minutes.

If you select the option **Extended Log Enabled**, additional information will be inserted in the application logs. For example, the API messages and parameters sent by the SOAP API client (= the application). By default, this option is not selected.

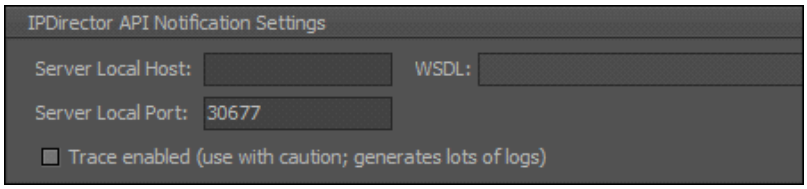
If you select the option **Trace Enabled**,even more detailed information will be inserted in the application logs,namely the entire SOAP messages sent between the SOAP API client (= the application) and the SOAP API server (= IPDirector API). By default, this option is not selected.

4.1.4. Configuring the Local SOAP Notification Server

The API tab also allows you to configure the connection between IPDirector and the local SOAP notification server that forms part of the IP2Archive Communicator.

The IP2Archive Communicator receives notifications from IPDirector through a local SOAP notification server, for example, when a new clip has been created in IPDirector, the archive status of a clip has changed, or when a clip has been moved to a particular archive bin.

In the IPDirector API Notification Settings group box you have to enter the data which is necessary for IPDirector to send notifications to the SOAP notification server.



The following data has to be entered:

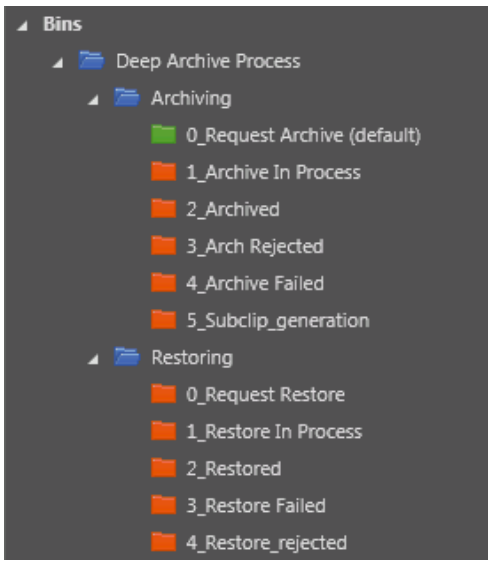
- **Server Local Host**: The IP address or hostname of the server on which IP2Archive Communicator runs.
- **WSDL**: The path to the IPDirector Communicator API .wsdl file. This path is automatically entered based on the IP address of the server on which IP2Archive Communicator runs.
- **Server Local Port**: The port on which the local SOAP notification server listens for notifications of IPDirector. By default, this is 30677, and it should only be altered if there are issue with firewalls or port conflicts.

If you select the option **Trace Enabled**,more detailed information will be inserted in the application logs, namely the entire SOAP messages sent between the SOAP API client (=IPDirector API) and the SOAP API server (= the application). By default, this option is not selected.

4.1.5. Configuring the IP2Archive Archive and Restore Process Bins

Introduction

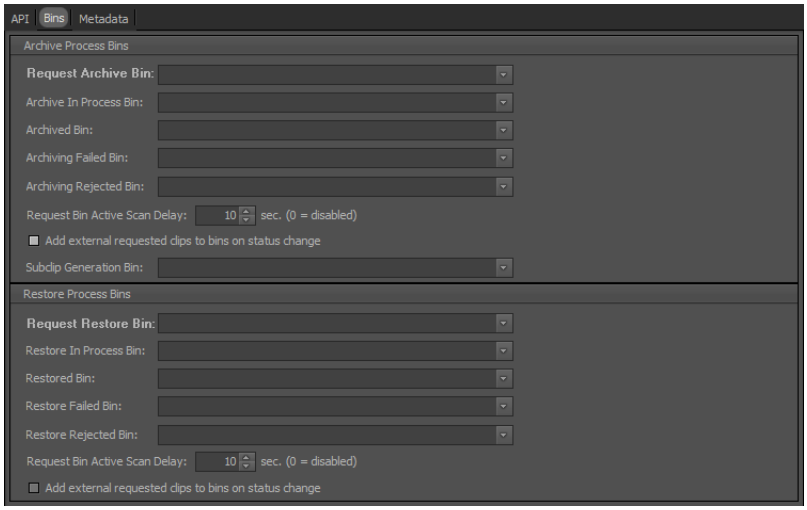
When installing and configuring IP2Archive, an Archive and Restore bin hierarchy is created in the Database Explorer of IPDirector. This bin hierarchy allows users to easily request the archiving and restoring of certain clips by dragging them to a specific bin within this hierarchy. It also allows them to keep track of the archive and restore process of each clip. Depending on their archive or restore status, clips will be moved from one bin in the hierarchy to another. Each bin represents a particular stage in the archive or restore process.



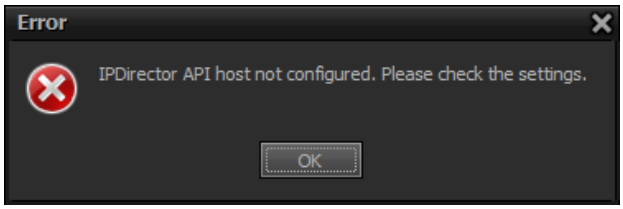
These bins have to be monitored by the IP2Archive Communicator and the Deep Archive Sync application. The IP2Archive Communicator will check for archive and restore requests and pass this on to IP2Archive. Both applications will check the archive and restore status of the clips and move them to another bin if the status changes.

Bins Tab

The Bins tab allows you to specify which bins should be scanned by IP2Archive and Deep Archive Sync.



Note
Before you start configuring this tab, make sure you have already configured the connection with the IPDirector API. See section "Configuring the Connection with the IPDirector API" on page 1. Otherwise, an error message will appear if you open the Bins tab. Also, the drop-down lists where you have to select the bins will be empty.



Linking Archive and Restore Process Bins

In the Archive Process Bins group box the names of the archive process bins that have to be scanned are displayed. For each bin, you have to select the name of the corresponding bin in IPDirector from a drop-down list. Note that if you haven't configured the connection with the IPDirector API yet, the drop-down list will be empty.

You have to do the same for the restore process bins in the Restore Process Bins group box.

Set Request Bin Scan Frequency

The **Request Bin Active Scan Delay** field allows you to set how frequently (in seconds) IP2Archive Communicator has to scan the Request Archive and the Request Restore bin. By default, this is every 10 seconds. If you set this to 0, no scanning will be performed.

Moving Externally Requested Clips on Status Change

If you enable the option **Add External Requested Clips to Bins on Status Change**, IP2Archive Communicator will not only move the clips that were requested in IPDirector to be archived or restored to another bin on status change, but also the clips that were requested to be archived or to be restored outside IPDirector, i.e. in the Deep Archive Manager. By default, this option is selected.

4.1.6. Configuring the Archive Metadata Profile and User Fields

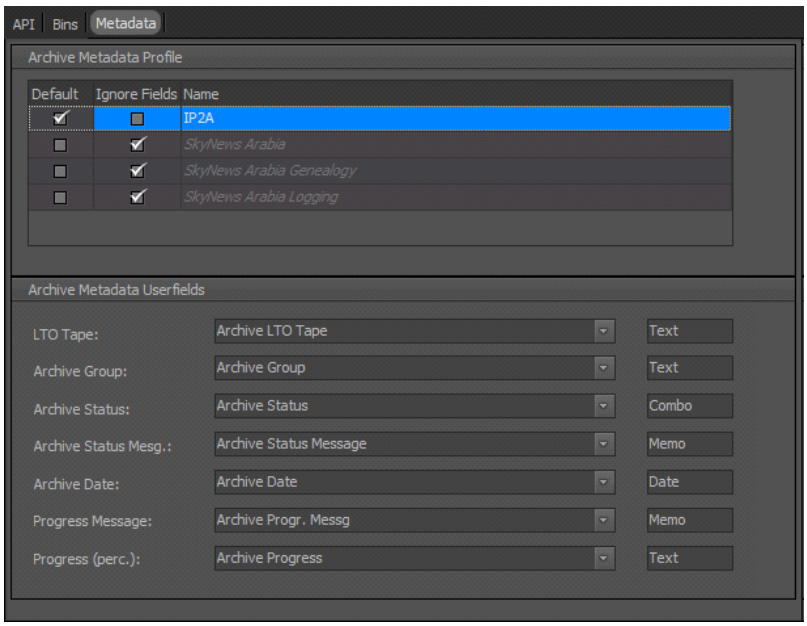
Introduction

To be able to monitor the progress and status of the archive and restore process of the clips in the Database Explorer of IPDirector, metadata is added to the clips by means of specific userfields. For example, Archive Status, Archive Progress, Archive Date, etc. These userfields are linked to one or more metadata profiles.

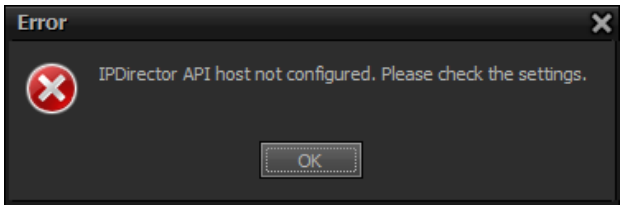
IP2Archive Communicator and Deep Archive Sync will check the IP2Archive database for the status of these clips and then update the content of the corresponding userfields in IPDirector.

Metadata Tab

The Metadata tab allows you to specify the IPDirector metadata profile and the corresponding userfields that have to be updated by both applications.



Note
Before you start configuring this tab, make sure you have already configured the connection with the IPDirector API. See section "Configuring the Connection with the IPDirector API" on page 1. Otherwise, an error message will appear if you open the Metadata tab. Also, the drop-down lists where you have to select the userfields and the metadata profile will be empty.



Selecting the Archive Metadata Profile

The Archive Metadata Profile group box displays a grid with the names of the available metadata profiles retrieved from IPDirector. If you haven't configured the connection with the IPDirector API yet, this list will be empty.

Select the **Default** check box of the IP2Archive metadata profile. If a clip has no metadata profile assigned to it yet in IPDirector, the IP2Archive Communicator will assign the metadata profile you have marked as being the default profile. To avoid that the userfields linked to the other metadata profiles appear in the drop-down lists of the Archive Metadata Userfields group box, select the corresponding **Ignore** check box.

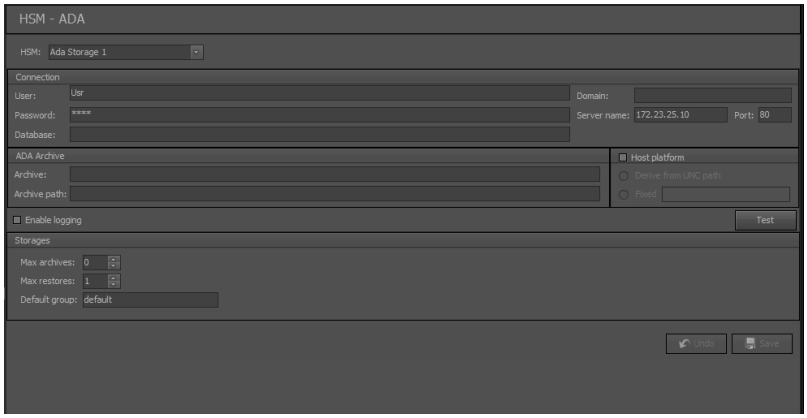
Selecting the Archive Metadata Userfields

In the Archive Metadata Userfields group box the names of the userfields that have to be updated are displayed. For each userfield, you have to select the name of the corresponding userfield in IPDirector from a drop-down list.Once you have selected a user field, the type of user field (text, combo box, date) will be displayed next to it. If you haven't configured the connection with the IPDirector API yet, this list will be empty.

4.2. Configuring the HSM Connection

4.2.1. Introduction

The HSM setup pane allows you to configure the connection between IP2Archive and the hierarchical storage management system.

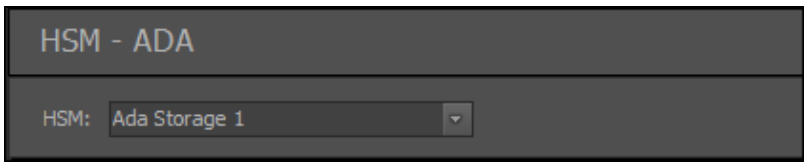


The connection with the following HSM systems can be configured:

- Front Porch Digital DIVArchive
- XenData Digital Archive
- SGL FlashNet
- Atempo Digital Archive

4.2.2. Selecting the Type of HSM

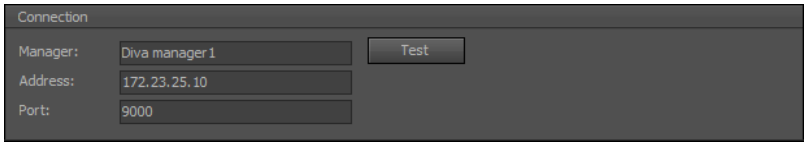
To be able to configure the connection between IP2Archive and the Hierarchical Storage Management System (HSM) in your setup, you first have to select the type of HSM from the **HSM** field. Once selected, the corresponding settings will appear.



4.2.3. Configuring the DIVA Connection

Entering the Connection Data

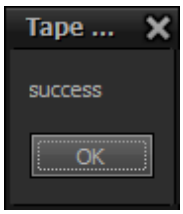
In the Connection group box you have to enter the data Tape Storage Controller needs to connect with Front Porch Digital's DIVArchive.



The following data has to be entered:

- **Manager**: The name of the DIVArchive Manager. The DIVArchive Manager is the main component in a DIVArchive system. All archive operations are controlled and handled by the DIVArchive Manager.
- **Address**: The IP address of the management station running the DIVArchive Manager software component.
- **Port**: The listening port number of the DIVArchive Manager management station. By default, this is 9000.

A **Test** button allows you to test the connection with DIVArchive. If the connection is ok, the message 'Success' will appear.



Otherwise, an error message will appear.

Click the **Save** button to save your settings. Click the **Undo** button to undo the information you have just entered or modified.

Setting the Maximum Number of Archive and Restore Requests

The Storages area allows you to the set maximum number of archive and restore requests that will be simultaneously sent to the DIVArchive by Tape Storage Controller.

By default, 2 archive and 2 restore requests will be sent at the same time.

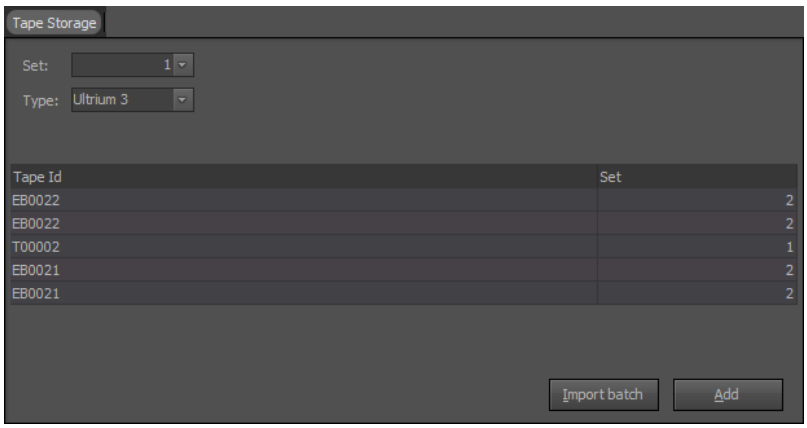
You also have to enter the name of the default tape group. A group is a logical association of tapes in the LTO tape library, for example Movies, Arts, Commercials. The name of the default group has to match the name as configured in the Sets and Groups tab of the Configuration Utility of DIVArchive.

Click the **Save** button to save your settings. Click the **Undo** button to undo the information you have just entered or modified.

Entering LTO Tape IDs

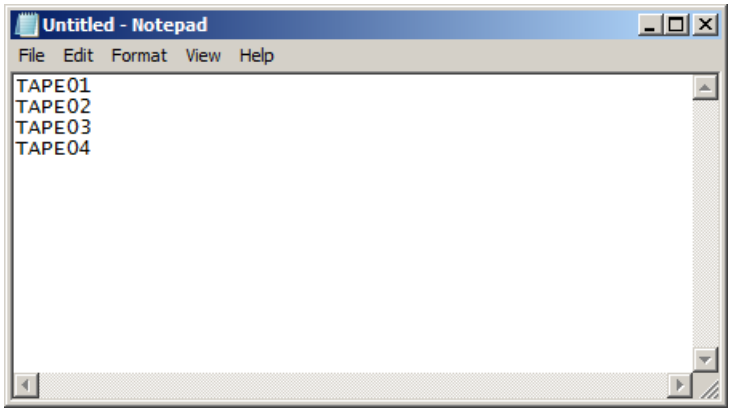
Introduction

The Tape Storage tab contains vital information about the LTO tapes in the tape library.



You have to add the ID of the LTO tapes that are available in the tape library. This is necessary because the Tape Storage Controller application that communicates with the DIVArchive system cannot obtain this list from the DIVArchive database through the DIVArchive API. You can add single tape IDs by clicking the **Add** button, but you can also import a list containing multiple tape IDs by clicking the **Import Batch** button.

Each tape has a unique ID. This ID can be the ID assigned to the tape by the tape manufacturer, e.g. T0001, but can also be a custom ID assigned in agreement with the customer. This custom ID will consist of maximum six characters, e.g. EVS001. The list containing the tape IDs is a simple text file. The IDs have to be entered in the text file below each other as exemplified in the image below.

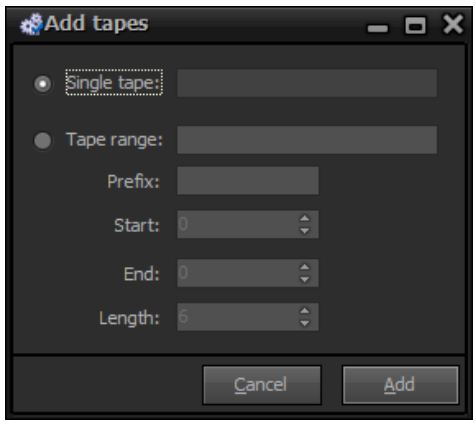


How to Add a Single Tape ID

To add a single tape ID, proceed as follows:

1. Click the **Add** button.
   - If tape set ID 0 is selected, a warning message appears. This is because normally no tapes are assigned to tape set 0.

     Click **No** to abort the operation and select a different tape set ID first.
   - If tape set ID 0 is not selected, or if you click **Yes**, the Add Tapes dialog box appears.

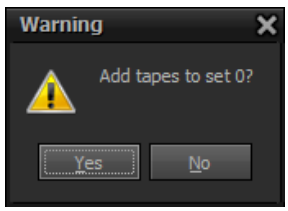
     

2. Select the **Single Tape** radio button.
3. Enter the tape ID.
4. Click **Add** to add the tape ID to the list of tape IDs or **Cancel** to cancel the operation.

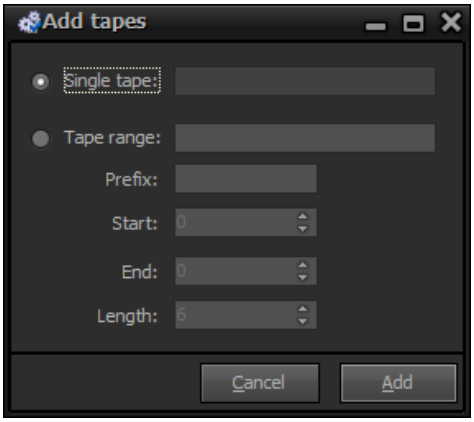
How to Add a Tape Range

To add a range of tapes, proceed as follows:

1. Click the **Add** button.
   - If tape set ID 0 is selected, a warning message appears. This is because normally no tapes are assigned to tape set 0.

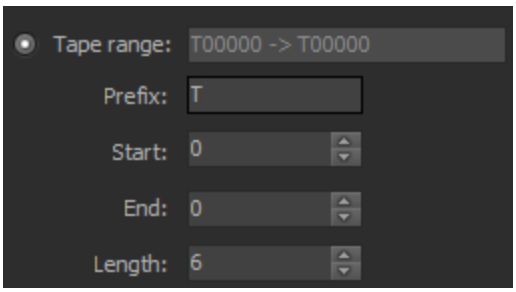
     

     Click **No** to abort the operation and select a different tape set ID first.
   - If tape set ID 0 is not selected, or if you click **Yes**, the Add Tapes dialog box appears.



2. Select the **Tape Range** radio button.
3. In the **Prefix** field, enter the default prefix that should be added to each tape ID belonging to the tape range, e.g. 'T'.

   A preview is given of the new tape IDs.



4. In the **Start** field, select or type the start number of the first tape ID.
5. In the **End** field, select the end number of the last tape ID.
6. In the **Length** field, specify the length, i.e. the number of characters, of the tape ID.
7. Click the **Add** button to add the tape IDs or **Cancel** to cancel the operation.

4.2.4. Configuring the XenData Connection

Entering the Connection Data

In the XenData Configuration group box you can configure the connection between the File Transfer Daemon and the API of the XenData hierarchical storage management system Digital Archive.

You have to enter the following information:

- **XenData Root Folder**: The root location of the XenData hard disk.
- **XenData Subfolder**: The path of a folder on this XenData hard disk where the files to be archived will be stored.
- **Maximum Number of Transfers**: The maximum number of file transfers that can be simultaneously performed by the File Transfer Daemon.

The XenData root folder path is necessary to be able to make connection with the XenData API.

The XenData root folder and XenData subfolder path combined represent the location on the XenData hard disk where the files to be archived to LTO will be transferred to by the File Transfer Daemon.

Click the **Save** button to save your settings. Click the **Undo** button to undo the information you have just entered or modified.

Setting the Maximum Number of Archive and Restore Requests

The Storages area allows you to the set maximum number of archive and restore requests that will be sent simultaneously to XenData by the File Transfer Daemon.

By default, 2 archive and 2 restore requests will be sent at the same time.

Click the **Save** button to save your settings. Click the **Undo** button to undo the information you have just entered or modified.

4.2.5. Configuring the FlashNet Connection

Entering the Connection Data

The FlashNet Connection group box allows you to configure the connection between the Tape Storage Controller and SGL's hierarchical storage management system FlashNet.

The following connection data has to be entered:

- **Host** : The IP address or machine name of the FlashNet server.
- **Port**: The listening port number of the FlashNet server. The default port number is 8199.
- **Application Host**: The IP address or machine name of the server that hosts Tape Storage Controller.

In the **Reply Timeout** field you have to enter how many seconds Tape Storage Controller will wait for the FlashNet server to respond after making connection before giving an error . By default, this is set to 60 seconds.

If you select the **Logging Enabled** check box, extra logs related to FlashNet will be added to the application log files. By default, this option is selected.

If you select the **Trace Enabled**check box, the XML communication between Tape Storage Controller and FlashNet is added to the log files. By default, this option is not selected.

The **Test** button can be used to test the connection with the FlashNet server.

Click the **Save** button to save your settings. Click the **Undo** button to undo the information you have just entered or modified.

Setting the Maximum Number of Archive and Restore Requests

The Storages area allows you to the set maximum number of archive and restore requests that will be simultaneously sent to FlashNet by Tape Storage Controller.

By default, 2 archive and 2 restore requests will be sent at the same time.

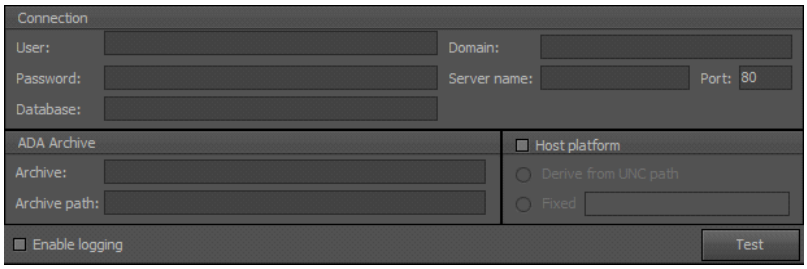
You also have to enter the name of the default tape group. A group is a logical association of tapes in the LTO tape library, for example Movies, Arts, Commercials. The name of the default group has to match the name as configured in the Media Group Management window of FlashNet.

Click the **Save** button to save your settings. Click the **Undo** button to undo the information you have just entered or modified.

4.2.6. Configuring the ADA Connection

Entering the Connection Data

The ADA group box allows you to configure the connection between the Tape Storage Controller and the Atempo Digital Archive (ADA) system.



Entering the Connection Data

In the Connection group box you have to enter the following connection data:

- **User**: The name of the user as defined in Atempo Digital Archive.
- **Domain**: The Windows domain name.
- **Password**: The password necessary to log into Atempo Digital Archive.
- **Server Name**: The name of the Atempo Digital Archive Server to which Tape Storage Controller will connect. You have to use the machine name.
- **Port**: The number of the port the Atempo Digital Archive Server will listen for requests. By default, this is port 80.
- **Database**: The database instance used for Atempo Digital Archive. It is called ADA by default.

Specifying the ADA Archive

In the ADA Archive group box you have to enter the following data:

- **Archive**: The name of the project archive created in Atempo Digital Archive. A project archive is shared and can be accessed by several users defined by the Administrator.
- **Path**: The folder of the project archive which mirrors the location of the data on the source platform. This folder has a path of the structure: <source_machine>\<source_machine_OS>\root_path_on_source>.

Specifying the Host Platform

A host platform is an archiving platform where the source data to be archived is located. In the Host Platform group box you have to enter the network name of the machine hosting the data. This name can be derived from the UNC path of the storage or this can be a fixed name. The first option is used when there are multiple storages, the second option is used when there is only one storage.

Enabling Logging

If you select the option **Enable Logging**, an extensive log will be kept of the communication between Tape Storage Controller and the Atempo Digital Archive Server. Click the **Test** button to test this option.

Enabling Retrieval of LTO Tape ID

If you select the option **Retrieve Tape ID After Archiving Has Finished**, Tape Storage Controller will retrieve from the ADA database the ID of the LTO tape which contain the archived files.

Click the **Save** button to save your settings. Click the **Undo** button to undo the information you have just entered or modified.

Setting the Maximum Number of Archive and Restore Requests

The Storages area allows you to the set maximum number of archive and restore requests that will be sent simultaneously to ADA by Tape Storage Controller.

By default, 2 archive and 2 restore requests will be sent at the same time.

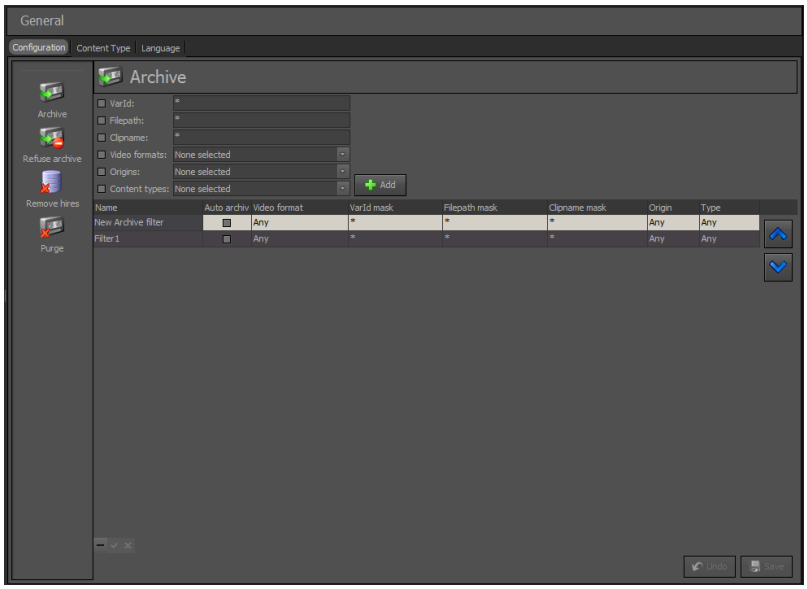
Click the **Save** button to save your settings. Click the **Undo** button to undo the information you have just entered or modified.

5. Configuring Settings

5.1. Configuring Deep Archive Manager

5.1.1. Introduction

The General setup pane allows you to configure certain features of the Deep Archive Manager.



The following features can be configured

- the automatic archiving, restoring and purging of clips and the automatic removal of the high-resolution video file from the IPDirector nearline
- the deriving of the content type of the clips that enter Deep Archive Manager
- the language of the user interface.

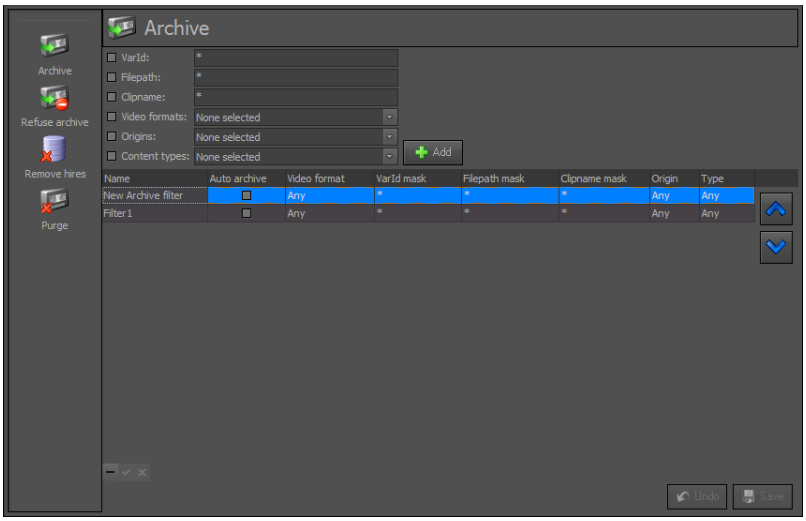
5.1.2. Configuration Tab

Introduction

The Configuration tab allows you to configure the Deep Archive Manager. You can specify by means of filters which types of clips:

- have to be automatically archived
- have to be automatically refused
- have to be automatically purged.

You can also specify for which types of clips, once archived, the high-resolution video file has to be automatically removed from the IPDirector nearline.



Filter Criteria

The following filter criteria are available:

- **VarID**: VarID of the clip. By default, the wildcard character * is entered.
- **Filepath**: path of the folder where the high-resolution video files are stored. By default, the wildcard character * is entered.
- **Clipname**: name of the clip. By default, the wildcard character * is entered.
- **Video formats**: video format of the media assets that are linked to the clip. Multiple video formats can be selected. By default, the option **None selected** is selected.
- **Origin**: source via which the clip was entered in the deep archive system. Multiple origins can be selected. By default, the option **None selected** is selected.
- **Content Types**: categorization of the content of a clip. Multiple content types can be selected. By default, the option **None selected** is selected.

Regular Expressions

In the **VarID**, **Filepath** and **Clipname** field you can enter regular expressions that Deep Archive Manager will use to recognize certain strings of text, such as particular characters, words, or patterns of characters, in the VarID, filepath or clipname of clips.

Priority of Filters

The filters are displayed in order of priority. Deep Archive Manager will start from the top of the list. It will search for clips that match the criteria of the first filter and execute the request. If there are no more clips that match the criteria, it will search for clips that match the criteria of the second filter, etc.

You can change the order of priority by means of and .

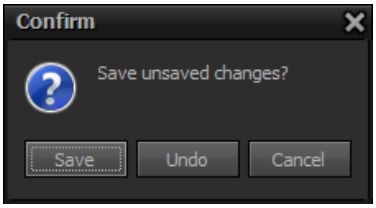
Adding an Archive Filter

Depending on your user rights, you will be able to add an archive filter or not. If you don't have the necessary rights, the **Archive** icon will not be visible.

To add an archive filter, proceed as follows:

1. Click the **Archive** icon to open the Archive pane.
2. Enter and/or select the desired filter criteria.
3. Click the **Add** button.

   A new archive filter is added to the archive filter list. By default, **New archive filter** is entered as name for the filter.
4. (Optional) Enter a new name for the filter.
5. (Optional) Select the **Auto Archive** check box. If selected, clips that correspond to the selected filter criteria will be automatically archived by Deep Archive Manager.
6. (Optional) Edit the other filter data.
7. Click the **Save** button to save the archive filter in the database. If you don't save your filter and leave the pane, a message will appear asking you to save your changes.

8. Click **Save**.

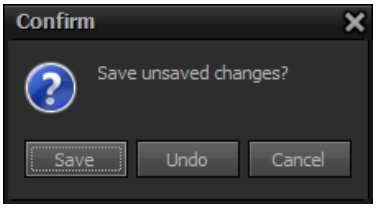
Adding a Refuse Archive Filter

Depending on your user rights, you will be able to add a refuse archive filter or not. If you don't have the necessary rights, the **Refuse Archive** icon will not be visible.

To add a refuse archive filter, proceed as follows:

1. Click the **Refuse Archive** icon to open the Refuse Archive pane.
2. Enter and/or select the desired filter criteria.
3. Click the **Add** button.

   A new refuse archive filter is added to the refuse archive filter list. By default, **New Refuse archive filter** is entered as name for the filter. The **Auto Refuse** check box is automatically selected.
4. (Optional) Enter a new name for the filter.
5. In the **Retention period** field, enter the time (in hours) after which Deep Archive Manager will automatically refuse the clips and move them from the Archive Candidates tab to the Refused tab. The retention period starts from the moment when the clip is dropped in the Request Archive bin in IPDirector (displayed in the Deep Archive Manager as Creation date).
6. (Optional) Edit the other filter data.
7. Click the **Save** button to save the refuse archive filter in the database. If you don't save your filter and leave the pane, a message will appear asking you to save your changes.



8. Click **Save**.

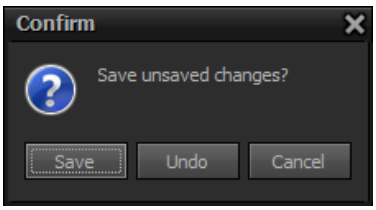
Adding a Remove Hires Filter

Depending on your user rights, you will be able to add an remove hires filter or not. If you don't have the necessary rights, the **Remove Hires** icon will not be visible.

To add a remove hires filter, proceed as follows:

1. Click the **Remove Hires** icon to open the Remove Hires pane.
2. Enter and/or select the desired filter criteria.
3. Click the **Add** button.

   A new remove hires filter is added to the remove hires filter list. By default, **New Remove hires filter** is entered as name for the filter.
4. (Optional) Enter a new name for the filter.
5. (Optional) Select the **Auto remove** check box. If selected, the hires file of clips that correspond to the selected filter criteria will be automatically removed by Deep Archive Manager after a certain period of time from the nearline storage.
6. In the **Retention period** field, enter the time (in days) after which Deep Archive Manager will automatically remove the hires file of the clips. The retention period starts from the moment when the clip is dropped in the Request Archive bin in IPDirector (displayed in the Deep Archive Manager as Creation date).
7. (Optional) Edit the other filter data.
8. Click the **Save** button to save the remove hires filter in the database. If you don't save your filter and leave the pane, a message will appear asking you to save your changes.



9. Click **Save**.

Adding a Purge Filter

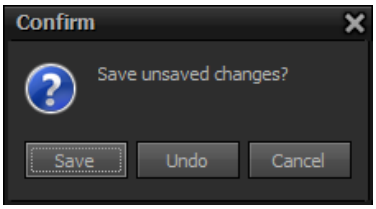
Depending on your user rights, you will be able to add an purge filter or not. If you don't have the necessary rights, the **Purge** icon will not be visible.

To add a purge filter, proceed as follows:

1. Click the **Purge** icon to open the Purge pane.
2. Enter and/or select the desired filter criteria.
3. Click the **Add** button.

A new purge filter is added to the purge filter list. By default, **New Purge Filter** is entered as name for the filter.

4. (Optional) Enter a new name for the filter.
5. (Optional) Select the **Auto Purge** check box. If selected, the high-resolution file of the clips that correspond to the selected filter criteria will be automatically purged from LTO after a certain period of time.
6. In the **Retention period** field, enter the time (in days) after which Deep Archive Manager will automatically request the purge of the high-resolution file from LTO and the removal of the high-resolution and low-resolution file from the nearline storage. The retention period starts from the moment when the clip is dropped in the Request Archive bin in IPDirector (displayed in the Deep Archive Manager as Creation date).
7. (Optional) Edit the other filter data.
8. Click the **Save** button to save the purge filter in the database. If you don't save your filter and leave the pane, a message will appear asking you to save your changes.



9. Click **Save**.

Editing Filters

To edit one or more filters, proceed as follows:

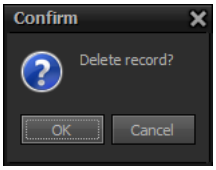
1. Select each time the filter you want to edit.
2. Change the necessary data.
3. Do one of the following:
   - Click the **Post** button or select another filter to save the changes in the memory of Deep Archive Manager. The changes are not yet saved in the database.
   - Click the **Cancel** button to undo the changes you made to the selected filter.
   - Click the **Undo** button to undo all the changed filters.
   - Click the **Save** button to save all the changed filters in the database.

Deleting a Filter

To delete a filter, proceed as follows:

1. Select the filter from the list and click the **Delete** button .

   A confirmation dialog box appears.



2. Click **OK** to continue. The filter is removed from the list.
3. Click the **Save** button to save the change to the database.

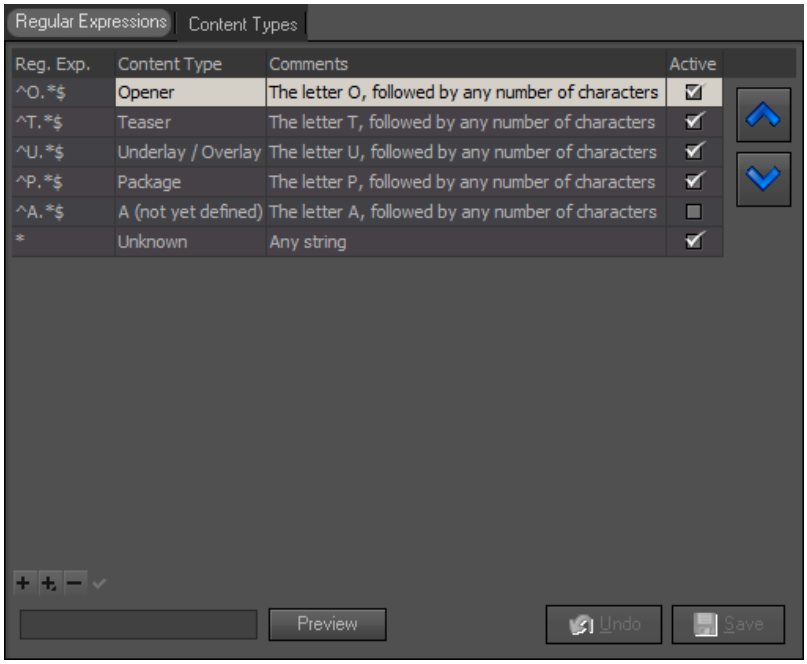
5.1.3. Content Types Tab

The Content Types tab is used to specify the possible content types of the clips that enter the deep archive system. The Content Types tab consists of two sub-tabs:

- Regular Expressions
- Content Types

Regular Expressions Sub-tab

The Regular Expressions sub-tab is used to manage regular expressions. These regular expressions are used by Deep Archive Manager to derive the content type of a clip from its video file name. The regular expressions are displayed in order of priority. The regular expressions at the top of the list will be processed first.



Possible Regular Expression

The table below gives an overview of the regular expressions that can be used:

Metacharacter Syntax	Operator Name	Description
.	Any Character -- Dot	Matches any character.
+	One or More -- Plus Quantifier	Matches one or more occurrences of the preceding subexpression.
?	Zero or One -- Question Mark Quantifier	Matches zero or one occurrence of the preceding subexpression.

Metacharacter Syntax	Operator Name	Description
*	Zero or More -- Star Quantifier	Matches zero or more occurrences of the preceding subexpression.
{m}	Interval--Exact Count	Matches exactly *m* occurrences of the preceding subexpression.
{m,}	Interval--At Least Count	Matches at least m occurrences of the preceding subexpression.
{m,n}	Interval--Between Count	Matches at least m, but not more than n occurrences of the preceding subexpression.
[...]	Matching Character List	Matches any character in list ...
[^ ...]	Non-Matching Character List	Matches any character not in list ...
|	Or	'a|b' matches character 'a' or 'b'.
(...)	Subexpression or Grouping	Treat expression ... as a unit. The subexpression can be a string of literals or a complex expression containing operators.
\n	Backreference	Matches the nth preceding subexpression, where n is an integer from 1 to 9.
\	Escape Character	Treat the subsequent metacharacter in the expression as a literal.
^	Beginning of Line Anchor	Match the subsequent expression only when it occurs at the beginning of a line.
$	End of Line Anchor	Match the preceding expression only when it occurs at the end of a line.

How to Add a New Regular Expression

To add a new content type, proceed as follows:

1. In the Regular Expressions sub-tab, click:
   - to add a record for a new regular expression below the existing regular expressions.
   - to insert a regular expression between two existing regular expressions.
2. Enter the regular expression string in the **Reg. Exp.** field. For example, '^T.*$'.
3. Select the desired content type from the **Content Type** field. For example, 'Teaser'.
4. Enter a comment in the **Comments** field. For example, 'The letter T, followed by any number of characters'.
5. Activate the regular expression by selecting the corresponding check box.
6. Click to validate the new regular expression. This button only becomes available once you have added a new regular expression.

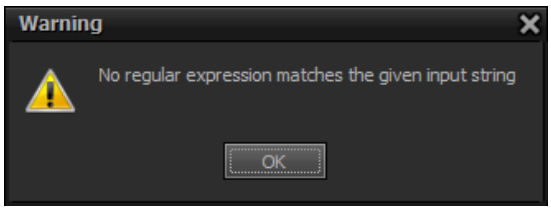
   Deep Archive Manager adds the new regular expression to the IP2Archive database.

7. Click **Save** to add the new regular expression definitively to the database or **Undo** to return to the state before you added a new regular expression. These buttons only become available once you have validated the changes.

   In the example, Deep Archive Manager will now categorize all archive candidates whose video file name starts with the letter T followed by any number of characters as belonging to the content type Teaser.

How to Test a Regular Expression

To test a regular expression, e.g. '^T.*$', type part of the video file name of a clip, e.g. T_Lonely_In_Paris, in the **Test** field and then click the **Preview** button. A popup will appear indicating the content type the clip belongs to. If the entered video file name string doesn't match any regular expression, a warning message will appear.



How to Edit a Regular Expression

To edit a regular expression, just select it in the Regular Expressions list and perform the necessary changes. Click ✔ to validate the changes. Click **Save** to save the changes you made, or **Undo** to undo them. These buttons only become available once you have validated the changes.

How to Deactivate a Regular Expression

To deactivate a regular expression, clear the corresponding **Active** check box. The regular expression will remain visible in the list of regular expressions, but will no longer apply to the video file names as they appear in Deep Archive Manager.

How to Delete a Regular Expression

To delete a regular expression, proceed as follows:

1. In the Regular Expressions sub-tab, select the regular expression you want to delete.
2. Click ➖.

   A dialog box appears asking you to confirm the action.
3. Click **OK** to continue.

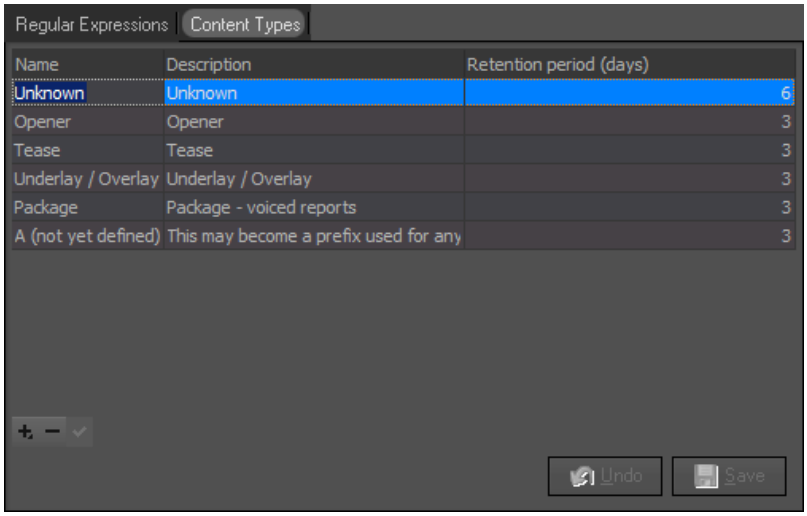
   The record of the regular expression is removed from the **Regular Expressions** list.
4. Click **Save** to definitively delete the regular expression or **Undo** to return to the state before you deleted the regular expression.

How to Change the Priority of a Regular Expression

To change the priority of a regular expression, select it in the **Regular Expressions** list and then click ⌃ or ⌄ to move the regular expression one position up or down the list. Click **Save** to save the new order or **Undo** to undo it.

Content Types Sub-tab

The Content Types sub-tab is used to manage the possible content types. New content types can be added and existing content types can be edited or deleted. A retention period for each content type can also be specified.



How to Add a New Content Type

To add a new content type, proceed as follows:

1. In the Content Types sub-tab, click .

   In the Content Types list a new, empty record is added below the existing content type records.

2. Enter a name and description for the new content type.
3. Enter a retention period.

   Deep Archive Manager will propose a date to remove the hi-res video file of a particular clip. It will take the archive date of the clip and add the number of days entered in the **Retention Period** field. This proposal date will be displayed in the **Remove Hires Proposal** field of the Archived tab.

4. Click to validate the new content type. This button only becomes available once you have added a new content type.

   Deep Archive Manager adds the new content type to the IP2Archive database.

5. Click Save to add the new content type definitively to the database or Undo to return to the state before you added a new content type. These buttons only become available once you have validated the changes.

How to Edit a Content Type

To edit a content type, just select it in the Content Type list and perform the necessary changes. Click to validate the changes. Click Save to save the changes you made, or Undo to undo them. These buttons only become available once you have validated the changes.

How to Delete a Content Type

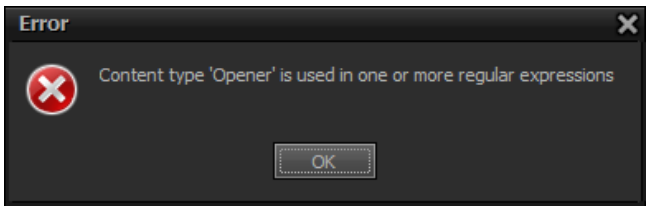
To delete a content type, proceed as follows:

1. In the Content Types sub-tab, select the content type you want to delete.
2. Click ▬.

   A dialog box appears asking you to confirm the action.
3. Click **OK** to continue.

   The record of the content type is removed from the Content Types list.
4. Click **Save** to definitively delete the content type or Undo to return to the state before you deleted the content type.

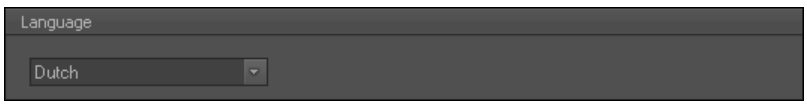
Warning
You cannot delete content types that are used in one or more regular expressions. An error message will appear.



Delete these regular expressions first.

5.1.4. Language Tab

The Language tab allows the system administrator to change the language of the user interface of the Deep Archive Manager. The default language is set to English. In the settings of the Deep Archive Manager the user can still select another language though.

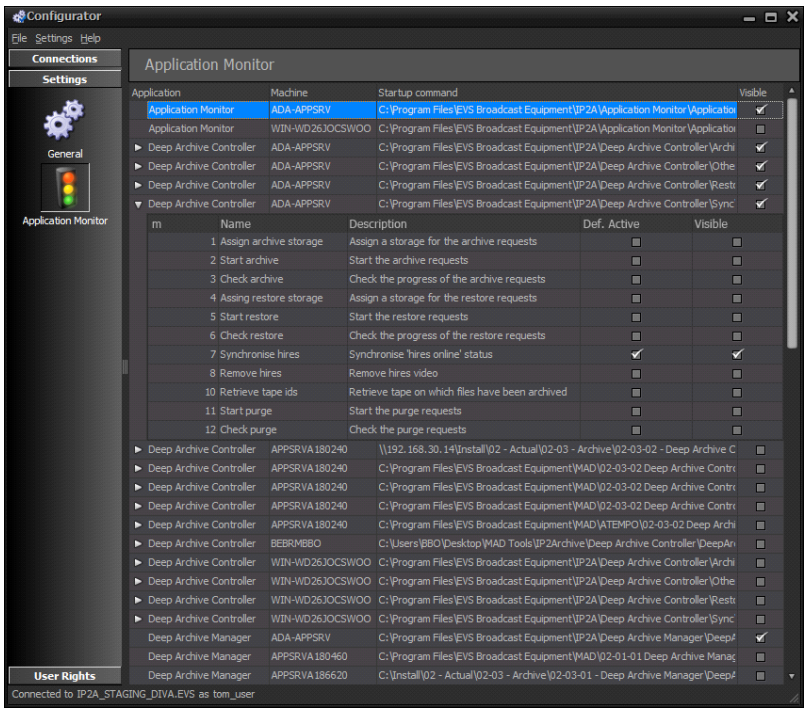


5.2. Configuring Application Monitor

Introduction

The Application Monitor is an automated application that is used to monitor the status of the automatic IP2Archive applications and their tasks. It will notify the system administrator when one of these applications is down or when one or more of its automatic tasks went into error.

The Application Monitor setup pane allows you to specify which automatic applications Application Monitor has to monitor.


Configurator
File Settings Help
Connections
Settings
General
Application Monitor
User Rights
Application Monitor
Application
Machine
Startup command
Visible
Application Monitor ADA-APPSRV C:\Program Files\EVS Broadcast Equipment\IP2A\Application Monitor\Applicatio
Application Monitor WIN-WD26JOCSWOO C:\Program Files\EVS Broadcast Equipment\IP2A\Application Monitor\Applicatio
Deep Archive Controller ADA-APPSRV C:\Program Files\EVS Broadcast Equipment\IP2A\Deep Archive Controller\Archi
Deep Archive Controller ADA-APPSRV C:\Program Files\EVS Broadcast Equipment\IP2A\Deep Archive Controller\Othe
Deep Archive Controller ADA-APPSRV C:\Program Files\EVS Broadcast Equipment\IP2A\Deep Archive Controller\Resto
Deep Archive Controller ADA-APPSRV C:\Program Files\EVS Broadcast Equipment\IP2A\Deep Archive Controller\Sync
m Name Description Def. Active Visible
1 Assign archive storage Assign a storage for the archive requests
2 Start archive Start the archive requests
3 Check archive Check the progress of the archive requests
4 Assing restore storage Assign a storage for the restore requests
5 Start restore Start the restore requests
6 Check restore Check the progress of the restore requests
7 Synchronise hires Synchronise 'hires online' status
8 Remove hires Remove hires video
10 Retrieve tape ids Retrieve tape on which files have been archived
11 Start purge Start the purge requests
12 Check purge Check the purge requests
Deep Archive Controller APPSRVA180240 \\192.168.30.14\Install\02 - Actual\02-03 - Archive\02-03-02 - Deep Archive C
Deep Archive Controller APPSRVA180240 C:\Program Files\EVS Broadcast Equipment\MAD\02-03-02 Deep Archive Contr
Deep Archive Controller APPSRVA180240 C:\Program Files\EVS Broadcast Equipment\MAD\02-03-02 Deep Archive Contr
Deep Archive Controller APPSRVA180240 C:\Program Files\EVS Broadcast Equipment\MAD\02-03-02 Deep Archive Contr
Deep Archive Controller APPSRVA180240 C:\Program Files\EVS Broadcast Equipment\MAD\ATEMPO\02-03-02 Deep Archi
Deep Archive Controller BEBRMBBO C:\Users\BBO\Desktop\MAD Tools\IP2Archive\Deep Archive Controller\DeepAr
Deep Archive Controller WIN-WD26JOCSWOO C:\Program Files\EVS Broadcast Equipment\IP2A\Deep Archive Controller\Archi
Deep Archive Controller WIN-WD26JOCSWOO C:\Program Files\EVS Broadcast Equipment\IP2A\Deep Archive Controller\Othe
Deep Archive Controller WIN-WD26JOCSWOO C:\Program Files\EVS Broadcast Equipment\IP2A\Deep Archive Controller\Resto
Deep Archive Controller WIN-WD26JOCSWOO C:\Program Files\EVS Broadcast Equipment\IP2A\Deep Archive Controller\Sync
Deep Archive Manager ADA-APPSRV C:\Program Files\EVS Broadcast Equipment\IP2A\Deep Archive Manager\DeepA
Deep Archive Manager APPSRVA180460 C:\Program Files\EVS Broadcast Equipment\MAD\02-01-01 Deep Archive Manag
Deep Archive Manager APPSRVA186620 C:\Install\02 - Actual\02-03 - Archive\02-03-01 - Deep Archive Manager\DeepA
Connected to IP2A_STAGING_DIVA.EVS as tom_user

Specifying the Automatic Applications to Monitor

The Application Monitor tab lists the automatic IP2Archive applications that are installed in your IP2Archive setup. It allows you to specify which applications should be monitored by Application Monitor. Note that the applications displayed in the screenshot above might differ from the applications in your specific setup.

If you select the **Visible** check box of a particular application, the application will appear in the Applications pane of the main window of the Application Monitor. Application Monitor will then monitor the status of this application.

To view the tasks of an application, click ▶. To hide the tasks again, click ▼.

6. Managing Relations and User Rights

6.1. Managing Relations

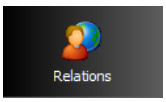
6.1.1. Introduction

Configurator allows you to create relations for the IP2Archive system: contacts and users.

Contacts are relations that have no access to the IP2Archive system. They are defined by the department and the company they work for.

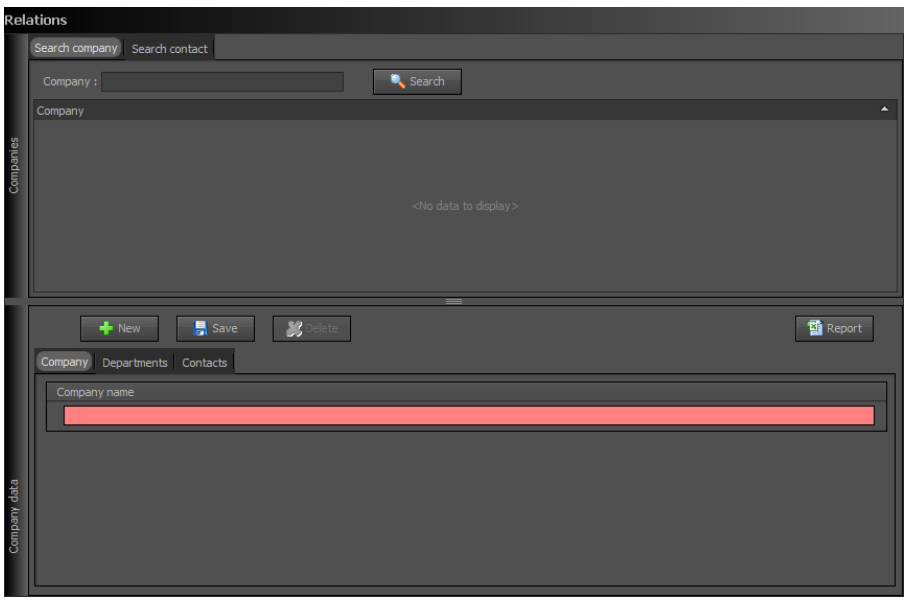
Users are contacts that have access to and can perform actions in the IP2Archive system. They too are defined by the department and company they work for. Moreover, they are member of a user group and they can perform certain tasks in the IP2Archive system, for example archive and restore certain clips.

6.1.2. Relations Pane



The Relations pane opens when you click the **Relations** icon in the Navigation bar.

This pane allows you to search for, create and delete contacts and users. It also enables you to export the information of all users.



6.1.3. Creating Relations

Workflow

When creating contacts and users, you always have to proceed in the following order:

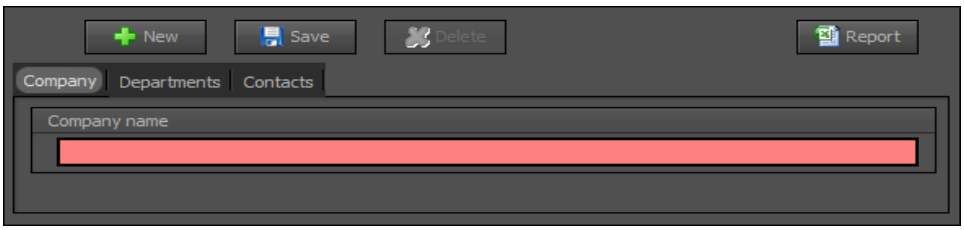
1. Create a company.
2. Create a department for a company.
3. Create a contact.
4. Turn the contact into a user.

Creating a Company

To create a new company, proceed as follows:

1. Open the Relations pane.
2. In the Company Data area, click the **New** button

.
3. In the **Company Name** field, enter the name of the new company.



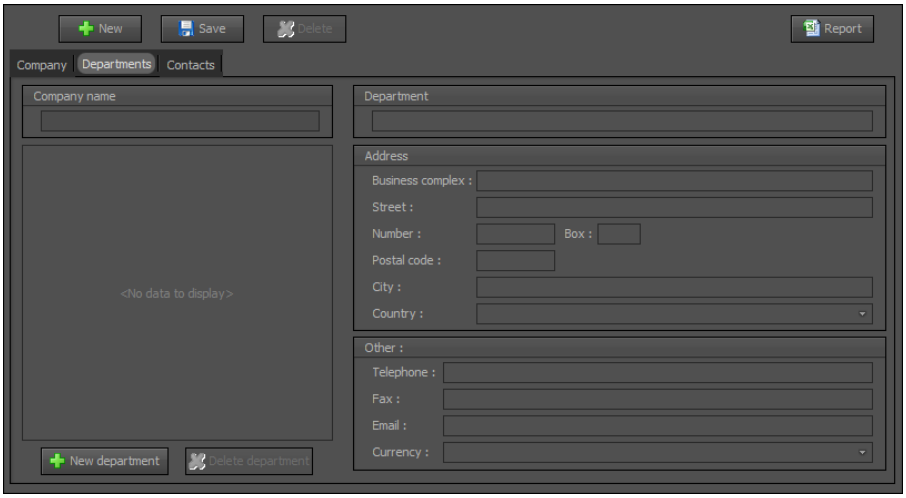
4. Click the **Save** button to save the new company.

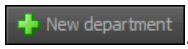
Creating a Department

Each company can consist of one or more departments. To create a new department for a company, proceed as follows:

1. Open the Relations pane.
2. In the Companies area, search and select the company you want to create a new department for, or create a new company first.
3. Open the Departments tab.

   The names of the existing departments are displayed under the **Company** field.

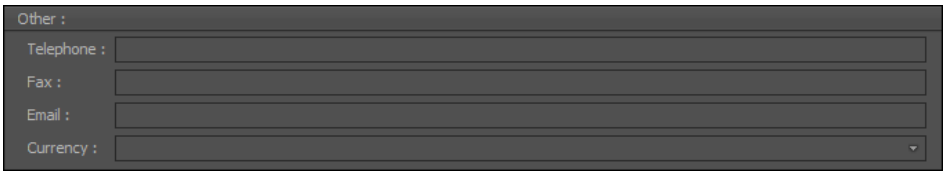


4. Click the **New Department** button 

.
5. In the **Department** field, enter the name of the new department. This field is mandatory.

6. In the **Address** field, enter the address of the department.

7. In the **Other** field, enter the contact information and select a currency.

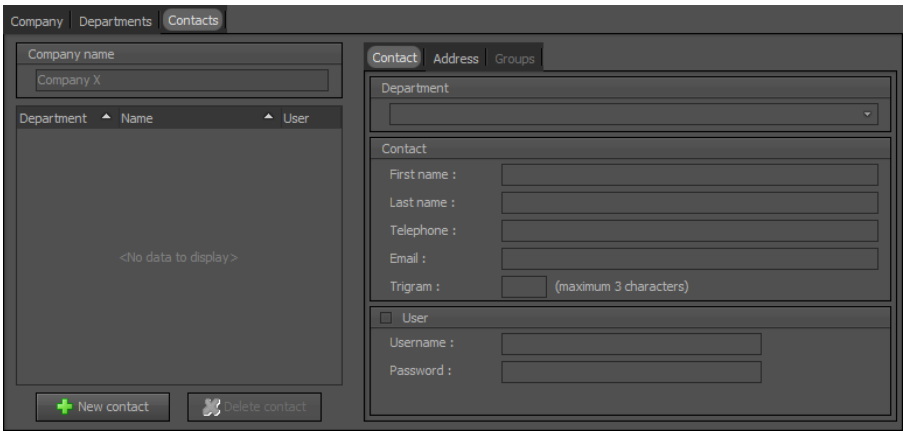


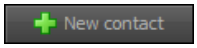
8. Click the **Save** button.

Creating a Contact

Each department can have one or more contacts. To create a new contact for a department, proceed as follows:

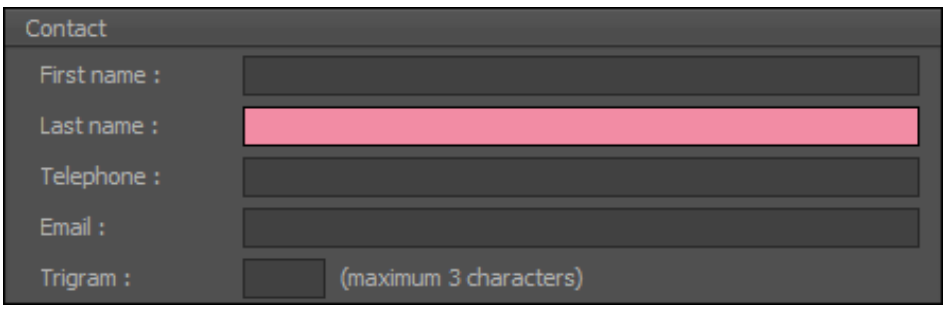
1. Open the Relations pane.
2. In the Companies area, search the company you want to create a contact for, or create a new company first.
3. Open the Departments tab and check if a department has already been created for the company. If not, create one first.
4. Open the Contacts tab.



5. Click the **New Contact** button 

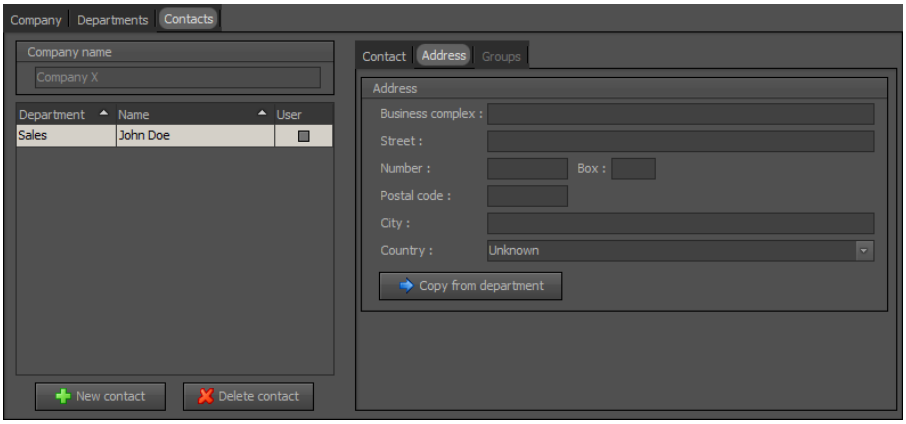
.
6. In the **Department** list, select the department for which you want to create a contact. The **Department** field is mandatory.

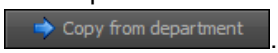
7. In the **Contact** field, enter the contact details. The trigram of a contact is the three-letter abbreviation of the name of that contact.



The **Last Name** field is mandatory.

8. Open the Address tab.



9. Enter the address of the new contact manually if it differs from the department address, otherwise click the **Copy from Department** button 

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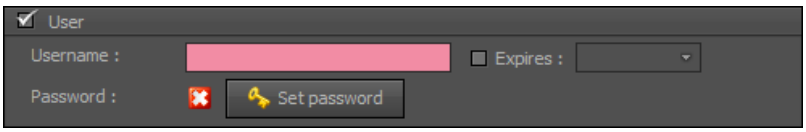
Creating a User

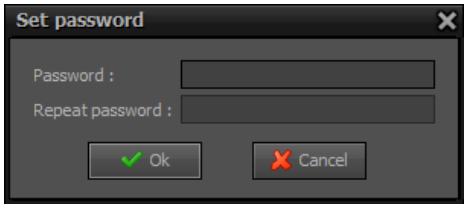
Besides contacts, a department can also have one or more users.

To turn a contact into a user, select the **User** check box in the Contact tab.



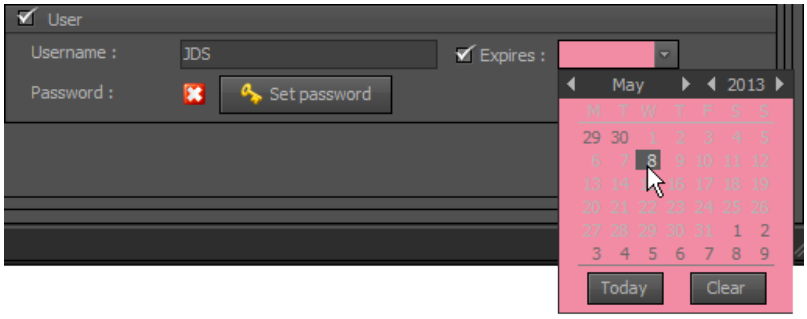
Enter a user name (mandatory).

To enter a password, click the **Set Password** button. A dialog box will appear in which you can enter the password. Repeat the password and click **OK**.



The user will need this information to log into the IP2Archive system.

The access of a user to the MAD system can be limited in time by defining an expiration date. To do this, tick the **Expires** check box and select a date from the date picker. As of this date the user will no longer be able to log into the MAD system to perform actions.

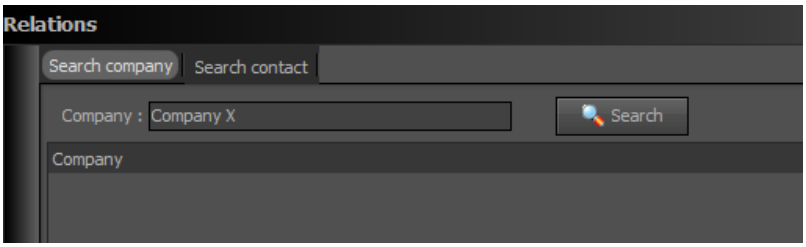


6.1.4. Searching Relations

Searching a Company

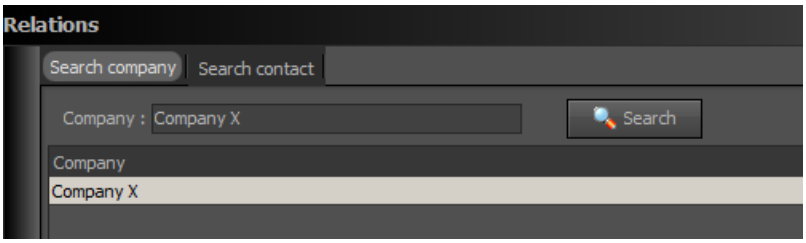
To search a company, proceed as follows:

1. In the Relations pane, open the Search Company tab.
2. In the **Company** field, enter the name of the company.



3. Press **ENTER** or click the **Search** button to start the search.

   The company name appears in the **Company** list.

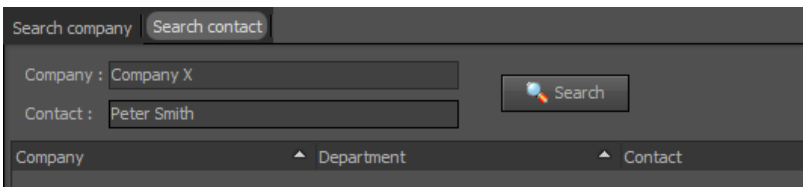


   If you want to get an overview of all companies, leave the **Company** field empty.

Searching a Contact

To search a contact, proceed as follows:

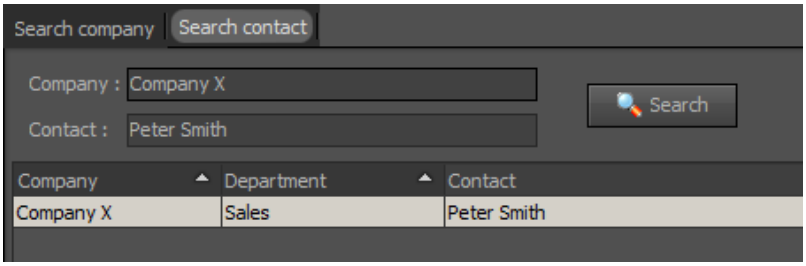
1. In the Relations pane, open the Search Contact tab.
2. In the **Company** field, enter the name of the company the contact works for.
3. In the **Contact** field, enter the name of the contact.



   If you want an overview of all contacts, leave the **Contact** field empty.

4. Press **ENTER** or click the **Search** button to start the search.

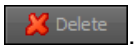
   The name of the contact appears in the **Company** list. The name of the company and department the contact works for are also displayed.


Search company
Search contact
Company : Company X
Contact : Peter Smith
Search
Company
Department
Contact
Company X
Sales
Peter Smith

6.1.5. Deleting Relations

Deleting a Company

To delete a company, proceed as follows:

1. In the Relations pane, open the Search Company tab.
2. Search for the company you want to delete.
3. Select the company and click the **Delete** button 

.

Warning
If you delete a company, all data related to that company (departments, users) will be lost.

Deleting a Department

To delete a department, proceed as follows:

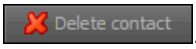
1. In the Relations pane, open the Search Company tab.
2. Search for the company the department belongs to.
3. Select the company.
4. Open the Departments tab.
5. Select the department you want to delete and click the **Delete Department** button

.

Warning
If you delete a department, all data related to that department will be lost.

Deleting a Contact

To delete a department, proceed as follows:

1. In the Relations pane, open the Search Company tab.
2. Search for the company the contact works for.
3. Select the company.
4. Open the Contacts tab.
5. Select the contact you want to delete and click the **Delete Contact** button 

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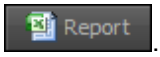
6.1.6. Exporting User Information

Configurator allows you to export the information (e.g. name, email, trigram, rights, etc.) of all users to Excel.

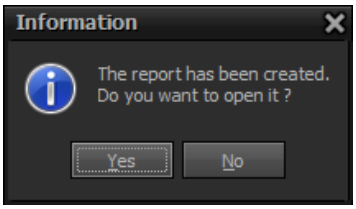
To do this, proceed as follows:

1. Open the Relations pane.
2. Click the **Report** button 

.

   The **Save As** dialog box opens.
3. Name the Excel file and save it on the desired location.

   A message box appears asking you if you want to open the newly created Excel file.



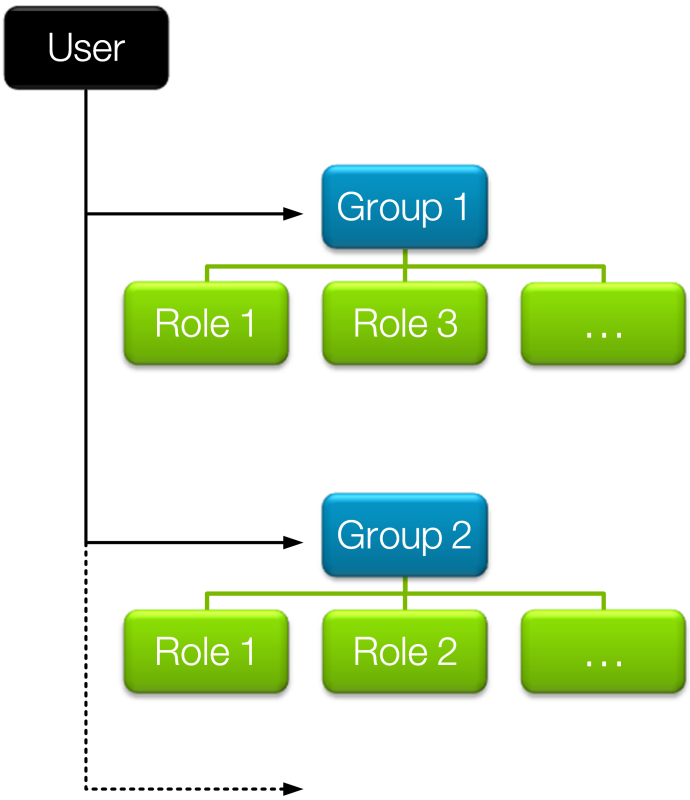
4. Click **Yes** to open it, or **No** to close the message box without opening the Excel file.

6.2. Managing User Rights

6.2.1. User Rights Structure

Overview

The structure of the user rights in IP2Archive is User / Group / Role.



User Groups

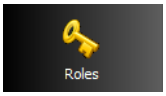
All users in the IP2Archive system are put into groups. Each user is member of one or more user groups. All groups have at least one role assigned.

Roles for Groups

A role is a user right. It allows a user to perform certain actions in the IP2Archive system. Roles are not assigned to users, but to groups. There are various types of roles.

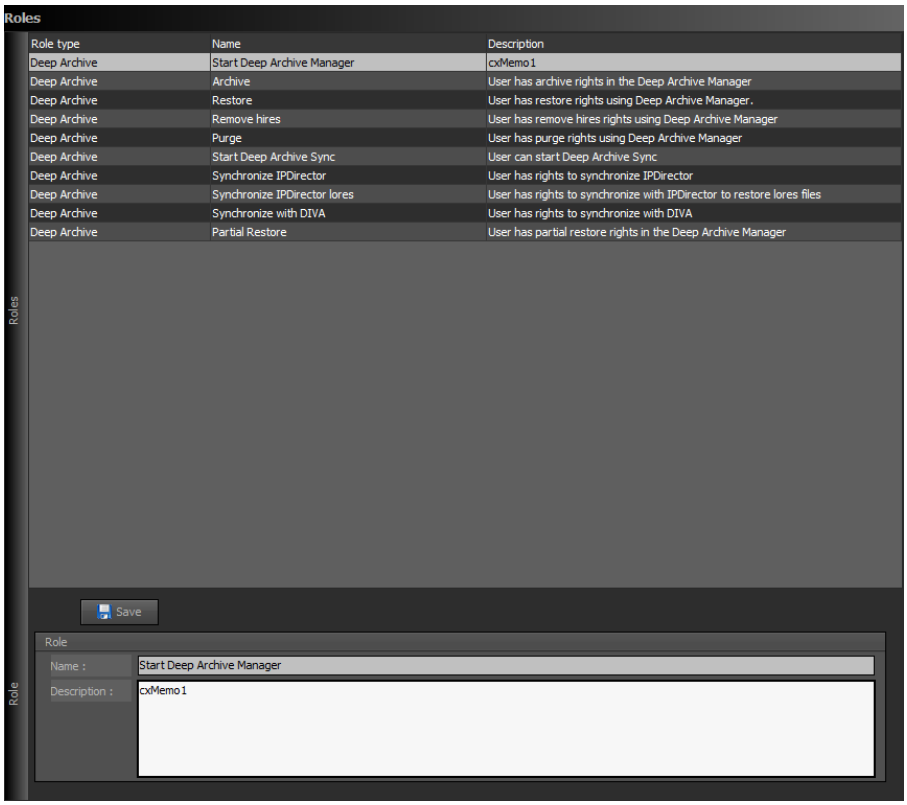
6.2.2. Managing Roles

Roles Pane



The Roles pane opens when you click the **Roles** icon in the Navigation bar.

This pane gives an overview of the existing, predefined roles. It allows you to select a role and add a description to it.



Overview Roles

The following roles have been configured in Configurator:

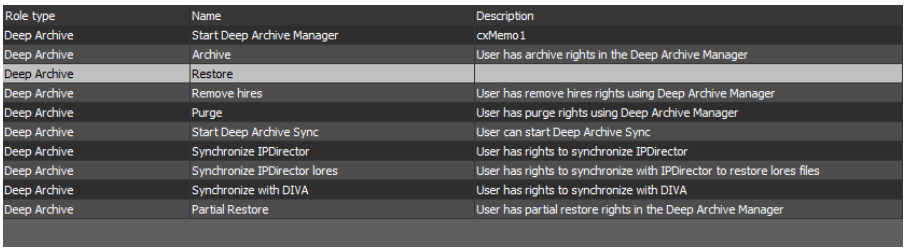
User Right	Meaning
Start Deep Archive Manager	The user can start the Deep Archive Manager.
Archive	The user has archive rights in the Deep Archive Manager.
Restore	The user has restore rights in the Deep Archive Manager.
Remove Hires	The user has remove rights in the Deep Archive Manager.
Purge	The user has purge rights in the Deep Archive Manager.

User Right	Meaning
Partial Restore	The user has partial restore rights in the Deep Archive Manager.
Start Deep Archive Sync	The user can start Deep Archive Sync.
Synchronize IPDirector	The user has rights to synchronize IPDirector.
Synchronize IPDirector Lores	The user has rights to synchronize with IPDirector to restore low-resolution files.
Synchronize with DIVA	The user has rights to synchronize with DIVA.

Adding a Description to a Role

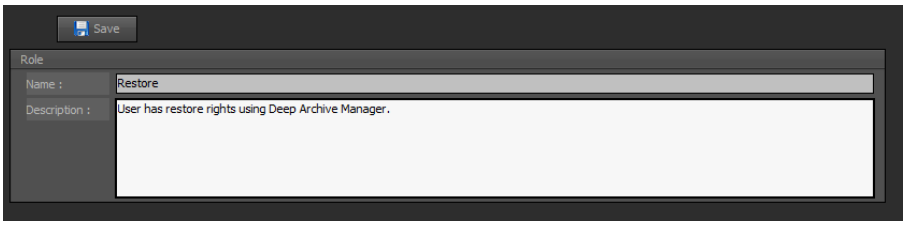
You cannot create new roles. They are predefined. You can only add a (new) description. To add a description to a role, proceed as follows:

1. Open the Roles pane.
2. From the **Roles** list, select a role, for example 'Deep Archive - Restore'.



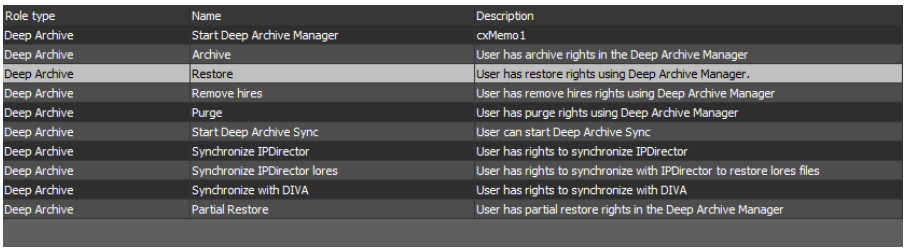
Role type	Name	Description
Deep Archive	Start Deep Archive Manager	cxMemo1
Deep Archive	Archive	User has archive rights in the Deep Archive Manager
Deep Archive	Restore	
Deep Archive	Remove hires	User has remove hires rights using Deep Archive Manager
Deep Archive	Purge	User has purge rights using Deep Archive Manager
Deep Archive	Start Deep Archive Sync	User can start Deep Archive Sync
Deep Archive	Synchronize IPDirector	User has rights to synchronize IPDirector
Deep Archive	Synchronize IPDirector lores	User has rights to synchronize with IPDirector to restore lores files
Deep Archive	Synchronize with DIVA	User has rights to synchronize with DIVA
Deep Archive	Partial Restore	User has partial restore rights in the Deep Archive Manager

3. In the Role area below, enter a description in the **Description** field.



4. Click the **Save** button to save the description.

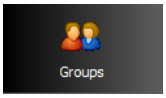
   The new description appears in the **Roles** list.



Role type	Name	Description
Deep Archive	Start Deep Archive Manager	cxMemo1
Deep Archive	Archive	User has archive rights in the Deep Archive Manager
Deep Archive	Restore	User has restore rights using Deep Archive Manager.
Deep Archive	Remove hires	User has remove hires rights using Deep Archive Manager
Deep Archive	Purge	User has purge rights using Deep Archive Manager
Deep Archive	Start Deep Archive Sync	User can start Deep Archive Sync
Deep Archive	Synchronize IPDirector	User has rights to synchronize IPDirector
Deep Archive	Synchronize IPDirector lores	User has rights to synchronize with IPDirector to restore lores files
Deep Archive	Synchronize with DIVA	User has rights to synchronize with DIVA
Deep Archive	Partial Restore	User has partial restore rights in the Deep Archive Manager

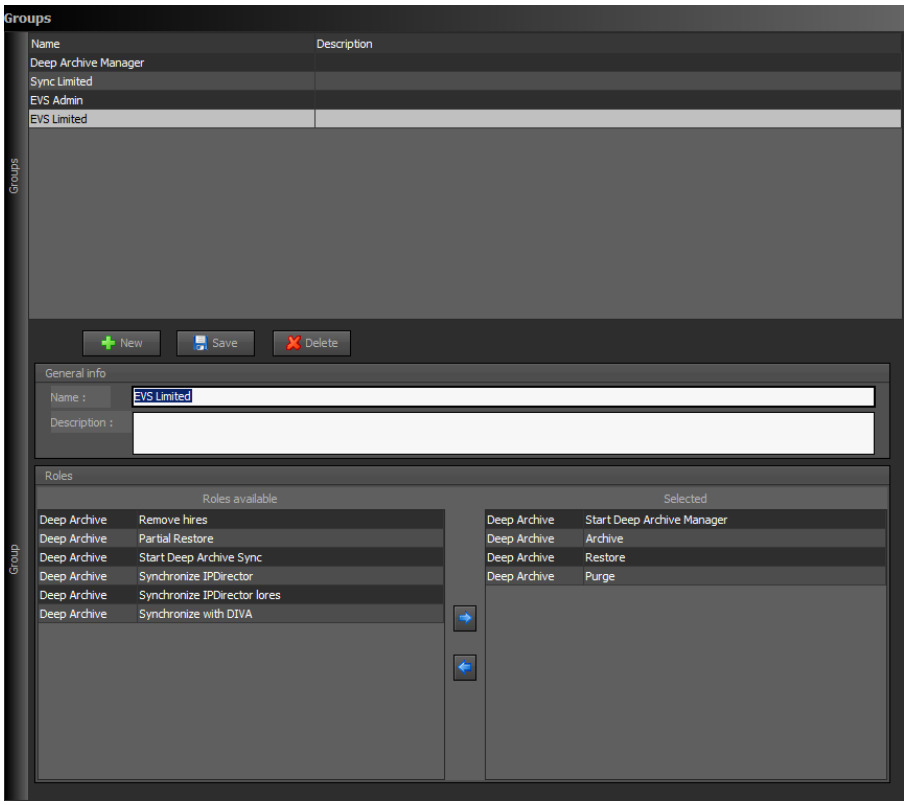
6.2.3. Managing Groups

Groups Pane



The Groups pane opens when you click the **Groups** icon in the Navigation bar.

This pane gives an overview of the existing groups. It allows you to create new and delete existing groups. It also allows you to add roles to and remove from a group.



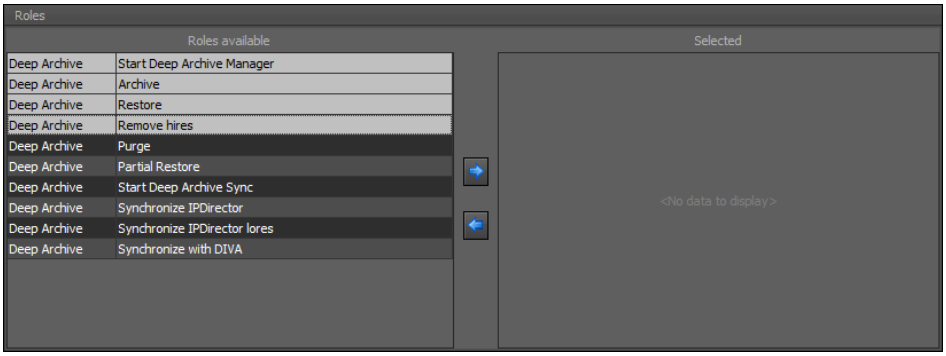
Creating a Group

To create a new group, proceed as follows:

1. Open the Groups pane.
2. Click the **New** button

to create a new group.
3. In the General Info area, enter a name for the new group and also add a description.

4. In the **Roles** pane, select the roles you want to add to the group. To select a consecutive group of roles, click the first item, press and hold down the **SHIFT** key, and then click the last item. To select non-consecutive roles, press and hold down the **CTRL** key, and then click each item you want to select.



5. Click the **Add** button .

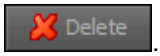
   The selected roles are added to the new group.
6. Click the **Save** button to save the new group.

   The new group appears in the **Groups** list.

Deleting a Group

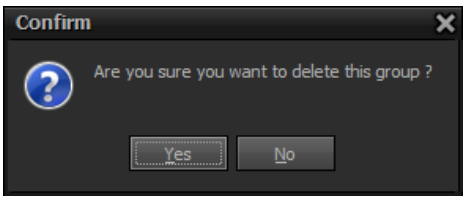
Warning
If you delete a group, the users belonging to that group will lose their user rights.

To delete a group, proceed as follows:

1. Open the Groups pane.
2. From the **Groups** list, select a group.
3. Click the **Delete** button 

.

   A message asks you to confirm your action.

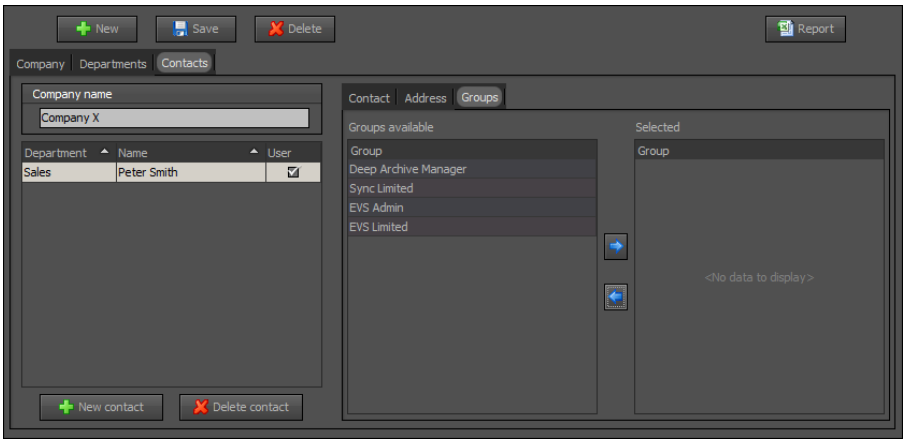


4. Click **Yes** to continue or **No** to cancel the operation. If validated, the group disappears from the list.

Adding a User to a Group

Each user of the IP2Archive system belongs to at least one user group. To add a user to a user group, proceed as follows:

1. Open the Relations pane.
2. Search for the user you want to add to a user group.
3. Open the Contacts tab and then the Groups tab.



4. Select a group from the list, for example ‘Deep Archive Manager’.
5. Click to add the selected group to the user.
6. Click **Save**.

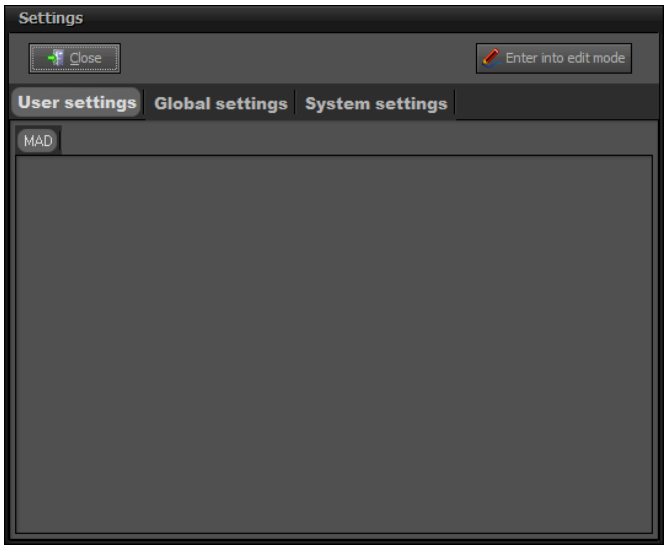
   The user will now have the user rights that are inherent to this user group.

7. Configuring the Application

7.1. Settings Window

Opening the Settings Window

The Settings window allows you to configure your application. The first time the application is launched after it has been installed, the Settings window opens automatically.



The Settings window can also be accessed through the **Settings** menu in the main window.

Overview Setup Categories

The settings can be divided into three setup categories. In the Settings window, a tab is provided for each setup category. The table below briefly describes each setup category:

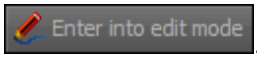
Setup Category	Description
User Settings	These settings can be configured by each individual user.
Global Settings	These settings can only be configured by the system administrator and by an eventual superuser.
System Settings	These settings configure the general functioning of the application. They can only be configured by the system administrator.

Currently, only the System Settings tab contains settings. The User Settings and Global Settings tab are still empty. They do not contain any settings.

Edit Mode

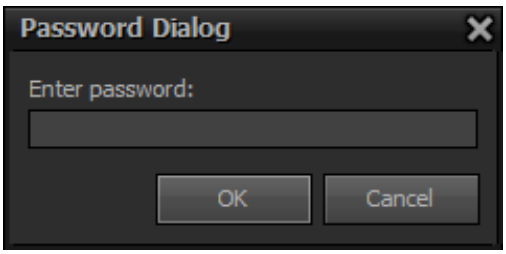
To be able to edit the Global and/or System settings, you first have to enter a password.

To put the Settings window into Edit Mode, proceed as follows:

1. Click the **Enter Into Edit Mode** button 

.

   A dialog box appears.



2. Enter the administrator password and then click **OK**.

   The Settings window enters into Edit Mode.

7.2. System Settings

7.2.1. Overview System Settings Subcategories

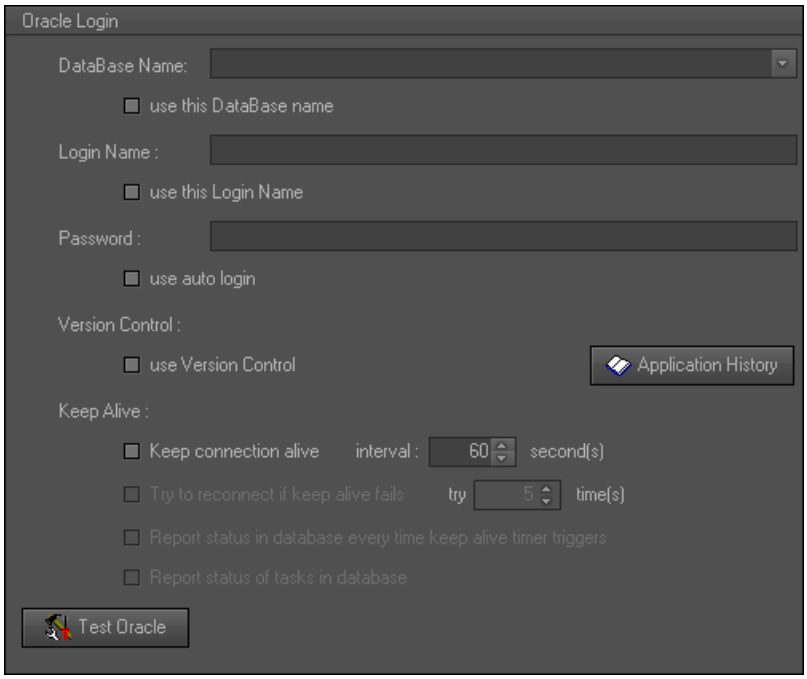
The System settings are divided into the following subcategories:

- Directories
- MAD Options
- Oracle Connection
- E-Mail Options
- Global Password
- Error Handling

For each subcategory a tab is provided. The Directories and MAD Options tab do not contain any settings.

7.2.2. Oracle Connection Tab

The Oracle Connection tab allows you to configure the connection with the Oracle database.



Entering the Database Name

In this field you have to enter the name of the database the application has to connect to.

If the **Use This Database Name** check box is selected, the name of the database will automatically appear in the Oracle login dialog box at start-up.

Entering the Login Name

In this field you have to enter a login name. If the **Use This Login Name** check box is selected, the login name will automatically appear in the Oracle login dialog box at start-up.

Entering a Password

In this field you have to enter a password. If the **Use Auto Login** check box is selected, the application automatically logs into the selected database at start-up. The Oracle login dialog box does not appear.

Activating Version Control

If the **Use Version Control** check box is selected, the software version of the application is checked each time it logs into the database. This check box should always be selected!!

If the software version is outdated, the following warning message appears in the splash screen highlighted in red: 'Obsolete – A newer version exists. May not be used anymore.'

Click the **OK** button to close the splash screen and update your software version.

By clicking the **Application History** button, you can open a chronological list of all software versions of the application. To get more details about each version (creation date, name of programmer, status, additional remarks), you have to click **+** next to the version number.

Activating Keep Alive

If the option **Keep Connection Alive** is selected, a message is sent to the database at regular time intervals to avoid idle connections from being closed by the firewall. These intervals can be set by you.

If the option **Try to Reconnect if Keep Alive Fails** is selected, the application will try a number of times to reconnect with the database.

If the option **Report Status in Database Everytime Keep Alive Timer Triggers** is selected, the status of the connection is reported in the database each time the Keep Alive Timer sends a trigger to send a Keep Connection Alive message.

If the option **Report Status of Tasks** is selected, the status of the tasks (ok or not ok) is reported to the database.

Testing the Oracle Connection

The **Test Oracle** button allows you to check the validity of the database name, login and username you entered.

If these data are valid, then the following message appears next to the **Test Oracle** button: 'OK'.

If the login name or password is invalid, then a message box appears with the following message: 'ORA-01017: invalid username/password; logon denied'.

If the database name is invalid, then a message box appears with the following message: 'ORA-12154:TNS: could not resolve the connect identifier specified'.

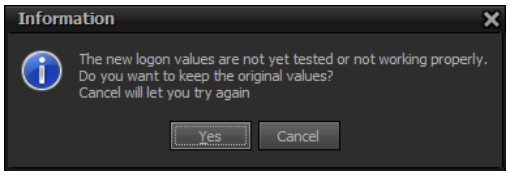
If you omit the password, then a message box appears with the following message: 'ORA-01005: null password given; logon denied'.

If you don't enter a database name, login and username, then a message box appears with the following message: 'ORA-12560: TNS: protocol adapter error'.

If the **Use Version Control** check box is selected, you can also check the software version of the application by clicking the **Test Oracle** button. If the software version is up-

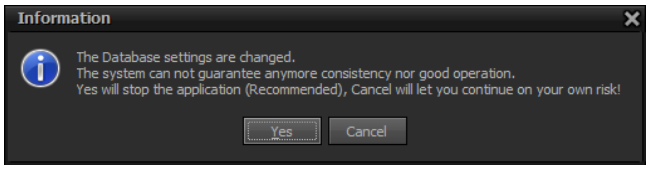
to-date, then the following message appears: ‘Actual – The Actual Version’. If the software version is outdated, then the following message appears: ‘Unknown Version Application! Please contact the EDP department.’

If you close the Settings window without testing the validity of the database name, login and username you just entered, then a message box appears.


Information
The new logon values are not yet tested or not working properly.
Do you want to keep the original values?
Cancel will let you try again
Yes
Cancel

If you click **Yes**, then the Settings window is closed and the original values are restored. If you click **Cancel**, then the Settings window doesn’t close and you can test the values by clicking the **Test Oracle** button.

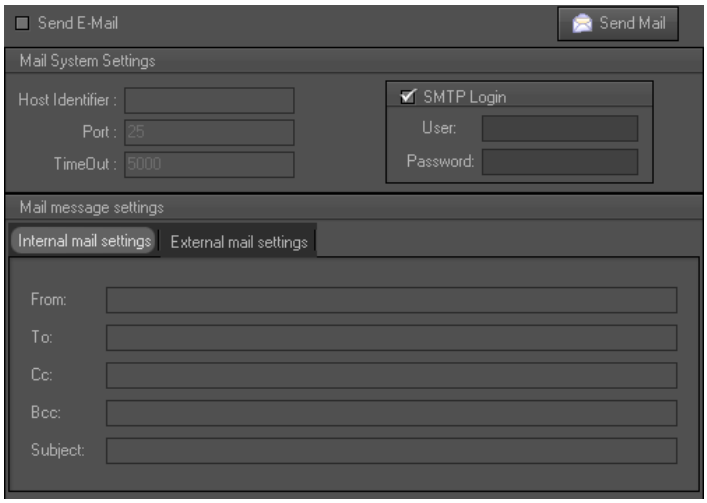
If you change the current database settings, test the connection and then close the Settings window, a message box will appear.


Information
The Database settings are changed.
The system can not guarantee anymore consistency nor good operation.
Yes will stop the application (Recommended), Cancel will let you continue on your own risk!
Yes
Cancel

If you click **Yes**, the application is stopped and closed. A manual restart will be required. Click **Cancel** to continue.

7.2.3. E-Mail Options Tab

In case the application is capable of sending e-mail messages, the E-Mail Options tab will allow you to configure an e-mail account, enter the e-mail address of the default sender and recipients, and enter a default e-mail subject. If the application is not capable of sending e-mail messages, the settings in this tab cannot be used.



To be able to configure the e-mail account, you have to select the **Send E-Mail** check box. The fields in the Mail System Settings and Mail Message Settings group box become available.

Configuring an E-Mail Account

In the Mail System Settings group box you have to enter the IP address and port number of the SMTP server and specify a timeout. In the SMTP Login group box you can enter a user name and password.

Configuring a Default E-Mail Message

The Mail Message Settings group box contains two tabs: Internal Mail Settings and External Mail Settings.

The Internal Mail Settings tab can be used to configure a default e-mail message that will be sent to the EVS developers and the customer when an error occurs.

The External Mail Settings tab can be used to configure a default e-mail message that will be sent to the customer to notify him about an error. In each tab you have to enter the sender's email address, the email address of the various recipients and a subject. It should be noted that this tab is not always used.

When you insert multiple e-mail addresses in any of the header fields, make sure you separate them by a comma.

To test the settings and manually send an e-mail message, click the **Send Mail** button.

For the new settings to take effect, close and restart the application. Check the TOM.ini file in the installation folder of the application for the e-mail addresses and subject entered here.

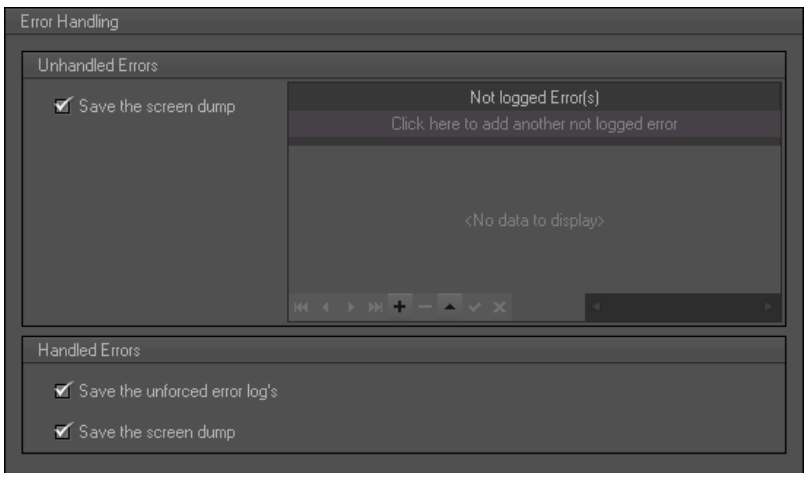
```
[General]
TemporaryFiles.Text=edtTemporaryFilesDir
EmailWanted.Checked=0
Port.Text=25
HostID.Text=
TimeOut.Text=5000
SMTPLogin.Checked=1
MailUser.Text=
MailPasswd.Text=y1cWaD8bS1hdK17uHq8knw==
MailPasswdUnicode.Text=79CJGqDro/FCD6AsFhtZkw==
MailFrom.Text=
MailTo.Text=
MailCc.Text=
MailBcc.Text=
MailSubject.Text=
ExternMailFrom.Text=
ExternMailTo.Text=
ExternMailCc.Text=
ExternMailBcc.Text=
ExternMailSubject.Text=
cbSaveScreenDumpUnHandledErrors.Checked=1
cbSaveUnforcedErrors.Checked=1
cbSaveScreenDumphandledErrors.Checked=1
cbAutomaticLogin.Checked=0
cbUseknownDatabase.Checked=0
cbUseThisLogin.Checked=0
chkKeepConnectionAlive.Checked=0
chkTryToReconnect.Checked=0
```

7.2.4. Global Password Tab

The Global Password tab allows you to set a password that the superuser(s) has/have to enter to be able to edit the Global settings of the application, if any. To apply the password, you have to click the **Apply** button.

7.2.5. Error Handling Tab

The Error Handling tab is used to configure the error handling by the application. This tab will only be used by the EVS administrator.



Handling Unhandled Errors

If the **Save the Screen Dump** check box is selected, a screenshot is taken of an unhandled error message and stored in the database and in a folder on the computer where the application is installed. In the Not Logged Error(s) panel, errors can be typed for which no log was created. By default, this check box is selected.

Handling Handled Errors

If the **Save the Unforced Error Log's** check box is selected, the log of the error is saved in the database and in a folder on the computer where the application is installed. By default, this check box is selected.

If the **Save the Screendump** check box is selected, a screenshot is taken of the error message and stored in the database and saved in the same folder as where the error log is kept. By default, this check box is selected.

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